



APSC 221 Economics and Business Practices in Engineering

Course Policies

Copyright

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Academic Integrity

As an engineering student, you have made a decision to join us in the profession of engineering, a long-respected profession with high standards of behaviour. As future engineers, we expect you to behave with integrity at all times. Please note that Engineers have a duty to:

- Act at all times with devotion to the high ideals of personal honour and professional integrity.
- Give proper credit for engineering work

The standard of behaviour expected of professional engineers is explained in the [Professional Engineers Ontario Code of Ethics](#). Information on policies concerning academic integrity is available in the [Queen's University Code of Conduct](#), in the [Senate Academic Integrity Policy Statement](#), on the [Faculty of Engineering and Applied Science website](#), and from your instructor.

Departures from academic integrity include plagiarism, use of unauthorized materials or services, facilitation, forgery, falsification, unauthorized use of intellectual property, and collaboration, and are antithetical to the development of an academic community at Queen's. Given the seriousness of these matters, actions which contravene the regulation on academic integrity carry sanctions that can range from a warning or the loss of grades on an assignment to the failure of a course to a requirement to withdraw from the University. In the case of online exams, impersonating another student, copying from another student, making information available to another student about the exam questions or possible answers, communicating with another person during an exam or about an exam during the exam window, or accessing unauthorized materials, including smart devices, are actions in contravention of academic integrity.

Late Policy

For assignments the normal late penalty is 10% per day up to a maximum of four days unless specific late penalties are described in the assignment or indicated in OnQ (based on the submission folder settings). In the event of extenuating circumstances, you may request an extension to a submission due date without penalty. Requests must be made to your instructor prior to the original due date of the assignment, and some substantiating documentation is often required (see information in the Content → Course Resources area on absences). In the absence of substantiating documentation, the normal late penalty will apply. Note that unacceptable reasons include, but are not limited to, poor time management/planning, personal travel plans, etc.

For tests and examinations the late penalty can be as much as 100%, i.e. your submission will not be accepted for assessment and a grade of zero will be awarded.