

## FAQs for Students

Q: What if I unintentionally committed an act of academic dishonesty?

A: Academic dishonesty, whether intentional or unintentional, is a violation of the Academic Integrity Policy and will be addressed as such.

Q: Can I resubmit work I have submitted in another class?

A: When in doubt, it is always best to ask your professor. In most cases, handing in previously submitted work would be viewed as a form of “self-plagiarism.” A conversation with your professor, however, could help you to see how you might look back at previous work and build upon it in a way that meets the current course assignment in a particular class.

Q: What about sharing homework?

A: If it is not clear from the syllabus, ask the professor to avoid any misunderstandings.

Q: A friend has asked to see my paper? Can I show it to them?

A: This situation comes with great risk. You might find yourself accused of academic dishonesty for aiding and abetting a cheater. To protect yourself, it is best not to share final versions of your papers with others. It is recommended if you do share your work that you have an upfront conversation about how it will be used.

Q: What should students do if they discover that a classmate has cheated on an assignment or test?

A: The University does not mandate students to report on each other. However, students are encouraged to step forward and inform their professor or the program director or department chair.

Q: Are students ever suspended and/or expelled from the University for academic integrity violations?

A: Yes. This is possible for repeated offenses and other flagrant cases. Only the AIC can impose sanctions of suspension or expulsion.

Q: Can my lawyer be present during an AIC meeting?

A: Students are not allowed to have an attorney present at AIC hearings. Such proceedings are wholly internal to the institution and as such do not constitute a formal legal matter.

- Q: Can I bring a support person (such as a parent) with me during the initial meeting to discuss the violation?
- A: The AIC discourages bringing a support person to the initial AIV meeting, since this should be a conversation between instructor and student. A student may only bring a support person if the instructor grants them express permission to do so, and only if the support person refrains from saying anything during the meeting.
- Q: Can a parent or a friend attend the hearing meeting?
- A: Yes. This person is solely attending the meeting as a support person and may not speak for the student at the meeting.
- Q: Should I continue attending my class?
- A: Students are advised to continue attending class either until the semester is over or until the case has been concluded.
- Q: Can I withdraw from the course after being charged with an academic integrity violation?
- A: Yes, but only with the instructor's permission, providing that the alleged violation occurred before the university deadline for withdrawing, and provided the sanction is not a failure for the course.
- Q: Can a sanction be increased by the committee?
- A: Yes. The committee has the option of increasing a sanction if they believe it is more appropriate.
- Q: What happens to students who violate academic integrity a second time?
- A: A second violation typically results in suspension or, in extreme cases, expulsion from the University.
- Q: Can a mention of a sanction for academic integrity appear on a student's transcript?
- A: Only suspensions and expulsions appear on the transcript; other violations are kept in the Office of the Provost.
- Q: Does a record of my academic integrity violation last forever or can it be expunged at some future date?
- A: A record of an academic integrity violation is permanent and is not expunged. Information related to this record is not released to third parties without the written permission of the student.
- Q: How will this affect my pursuit of graduate school and/or obtaining professional licensure?
- A: Graduate schools and professional licensure programs like law and education may inquire about a student's disciplinary records. The Dean of Students is obliged to report any disciplinary sanctions that were recorded during the time period in question.

Q: If my violation is overturned by the committee, will it still be on my record?

A: No.

Q: What resources are available for learning how to properly cite sources of information?

A: [www.accreditedschoolsonline.org/resources/preventing-plagiarism/](http://www.accreditedschoolsonline.org/resources/preventing-plagiarism/)

Q: What if I have more questions about the policy?

A: If after reading the policy and these FAQs you still have more questions about the Academic Integrity Policy, please send an email to [aic@chapman.edu](mailto:aic@chapman.edu).