

**ACADEMIC HONESTY**

The Board of Trustees believes that personal integrity is basic to all solid achievement. Students will reach their full potential only by being honest with themselves and with others.

The Board expects students to respect the educational purpose underlying all school activities. All students need to prove to themselves that they can do successful work as a result of their own efforts. The Board expects that students will not cheat, lie or plagiarize.

The Board recognizes that students are more inclined to cheat when there is little likelihood of getting caught. Each school shall provide an environment that encourages honesty. Students must know that their teachers will not ignore or condone cheating and that anyone discovered cheating will be penalized.

*(cf. 5144 - Discipline)*

When an incidence of cheating occurs, parents/guardians shall be contacted and asked to make sure that their children have adequate time to study at home.

Teachers shall instruct students in research and study skills appropriate to each subject, so that all students may feel confident that if they prepare, they can succeed without cheating. Students shall be encouraged to see tests as a means for finding out what they have learned. They shall be reminded that students who cheat on tests are cheating themselves.

**Fortuna High School  
Academic Honesty Policy**

Fortuna High School expects all students to abide by ethical academic standards. Academic dishonesty—including plagiarism, cheating or copying the work of another, using technology for illicit purposes, or any unauthorized communication between students for the purpose of gaining advantage during an examination—is strictly prohibited. Fortuna High’s Academic Honesty Policy covers all school-related tests, quizzes, reports, class assignments, and projects, both in and out of class. The purpose of the Academic Honesty Policy is to prepare students for the reality created by the technology explosion, for the world of college and beyond, where cheating and plagiarism have dire consequences.

Plagiarism is not the same as cooperation or collaboration. Teachers often expect, ever encourage, students to work on assignments collectively. This is okay, as long as whose work being presented is clearly relayed.

- **Collaboration** is to work together (with permission) in a joint intellectual effort.
- **Plagiarism** is to commit literary theft; to steal and pass off as one’s own ideas or words, and to create the production of another. When you use someone else’s words, you must

put quotation marks around them and give the writer or speaker credit by citing the source. Even if you revise or paraphrase the words of someone else, if you use someone else's ideas you must give the author credit. Some Internet users believe that anything available on-line is public domain. Such is not the case. Ideas belong to those who create and articulate them. To use someone else's words or ideas without giving credit to the originator is stealing.

- **Cheating** includes, but is not limited to, copying or giving an assignment to a student to be copied (unless explicitly permitted by the teacher). Cheating also includes using, supplying, or communicating in any way unauthorized materials, including textbooks, notes, calculators, computers or other unauthorized technology, during an exam or project.
- **Forgery or stealing** includes, but is not limited to, gaining unauthorized access to exams or answers to an exam, altering computer or grade-book records, or forging signatures for the purpose of academic advantage.

The determination that a student has engaged in academic dishonesty shall be based on specific evidence provided by the classroom teacher or other supervising professional employees, taking into consideration written materials, observation, or information from others.

Students found to have engaged in academic dishonesty shall be subject to disciplinary as well as academic penalties, as outlined below.

1. Any student involved in academic dishonesty will receive "0" points for that assignment/project/quiz/test with no possibility to make-up the points. Saturday School will be assigned. The teacher will contact the parents and review the incident and the policy.
2. A second violation in any class will result in the student receiving "0" points for that assignment/project/quiz/test with no possibility to make-up the points. The student will be suspended out of school for three days, attend a parent conference prior to returning to classes, and will sign an Academic Honesty contract.
3. A third violation in any class will result in the student being suspended out of school for five days, attend a parent conference prior to returning to classes, and receive a drop "F" from that class which will be recorded on the student's transcript, and possibly cited by law enforcement.
  - **Automatic Drop F**  
Any student stealing or illegally obtaining an assignment, quiz, test, project, teacher's edition, altering a teacher's grade book and/or computer grading program will be suspended from school for five days, will attend a parent conference prior to returning to classes, and will receive a drop "F" from the class

which will be recorded on the student's transcript, and possibly cited by law enforcement.

**Clarification of Cheating Incidents**

The above policy applies to a student's entire high school career. For example, if the student has a cheating incident in 9th grade and has a third cheating incident in 12th grade, the student will be dropped from the class with an "F." This means the student will not graduate if the class is required for graduation.

Special thanks to John F. Kennedy High School and Rancho Alamitos High School for sharing their academic honesty policies with us.

**Policy**

**Adopted:** March 13, 2000

**Fortuna High Policy**

**Adopted:** July 19, 2011

**FORTUNA UNION HIGH SCHOOL DISTRICT**

**Fortuna, California**