



## SCcyber E-learning Community

PO Box 91099  
Calgary, AB  
T3G 5W6

**Principal: Karol Kamieniecki 780.836.5544**  
**Superintendent: Mavis Sacher 403.872.0487**  
**CEO: Martin Sacher 403.872.0587**

### SCcyber Academic Honesty Code of Conduct

*At SCcyber, students will conduct themselves at all times with integrity and academic honesty, showing respect for themselves and our school community.*

Academic Dishonesty is any act of plagiarism or cheating where a student represents someone else's work as their own, or is otherwise dishonest in any way in what is handed in as their own achievement.

Types of academic dishonesty include (but are not limited to):

- **Plagiarism**
  - Copy and Pasting from internet sources or copying from a book without citing the sources
  - Taking **words or ideas** from a person, internet, book, or other source and representing them as your own
  - Submitting someone else's previously completed work
  - Paraphrasing (changing the words) of a source without citing the sources
  - Submitting work with proper citations, but the work has virtually no original content the student wrote themselves. **Quoted and paraphrased material should never be more than 25% of a total answer or essay/report unless the assignment specifically asks for this.**
  - Changing someone's words, with or without changing the sentence structure, and passing them off as your own work or ideas.
  - "Sharing" assignments, such as two students in the same class splitting questions between them and then sharing the answers so they only have to do half the work, unless permission is given for this in writing by the teacher.
  - Giving another student "help" by letting them copy your work (both the giver and the copier would receive disciplinary consequences)
  - Any other act of misrepresenting someone else's **ideas or words** as your own.
  - Submitting work that was partly or wholly completed by a tutor or other helper as if it were completed by you alone.
- **Cheating**
  - using internet sources, notes, textbooks, or any other materials or people to look for answers during an exam, unless the teacher has expressly noted in writing that the exam is open book.
  - Using old files found on computers or printed in the classroom to get the answers to your own assignment and handing them in as original work.
  - copying another student's assignments or answers, with or without their knowledge, on any assignment or exam.
  - Receiving help from any person on an exam that was expected to be done independently.



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**SCcyber Academic Dishonesty Consequences (Three Strikes Policy)**

*All incidents of academic dishonesty will be recorded in a shared document that is accessible to all teachers and administrators. The three strikes apply across ALL classes, so the student DOES NOT receive three strikes in EACH class, but rather, in the school as a whole community.*

<p><b>Strike 1:</b> The student is given a warning and a mark of zero, but is allowed to redo the assignment for marks. A reminder of the Scyber Academic Honesty Code of Conduct and guidance on avoiding academic dishonesty will be given by the teacher and/or principal.</p>
<p><b>Strike 2:</b> The student is given a mark of zero on the assignment, with no chance to redo the assignment. A reminder of the Scyber Academic Honesty Code of Conduct and guidance on avoiding academic dishonesty will be given by the teacher and/or principal. <i>This step <u>may be</u> rolled back to step one at the discretion of the principal or superintendent only if the second strike is a significantly different situation than the first strike, and the first strike was deemed to be unintentional.</i></p>
<p><b>Strike 3:</b> The student will be given a mark of zero on the assignment, with no chance to redo the assignment. Further disciplinary action will be considered in consultation with the mentor, teacher, principal and superintendent and <u>may include</u> disciplinary consequences at the discretion of the administration, possibly including removal from the Scyber course.</p>

**I have read and understood the SCcyber Academic Honesty Code of Conduct**

Student Name \_\_\_\_\_ Signature \_\_\_\_\_

Date \_\_\_\_\_ Mentor Signature \_\_\_\_\_