

## Atlantic Technical High School Honor Code

### I. Explanation of the Honor Code

An honorable student upholds and promotes the values of good citizenship, respect for self and others, accountability, honesty, and integrity in maintaining high academic and personal standards. Therefore, all students are expected to assume full responsibility for the content of their academic work, assuring that all work, examinations, reports, and projects are the student's own.

### II. Explanation of violations of the honor code.\*

**Students shall be guilty of violating the honor code if they:**

#### 1. REPRESENT THE WORK OF OTHERS AS THEIR OWN.

According to Dictionary.com, plagiarism is defined as *“the unauthorized use or close imitation of the language and thoughts of another author and the representation of them as one's own original work.”*

- This includes **copying from other students** homework or any assignment (even if you paraphrase) – in part or in entirety.
- This includes **“copying and pasting”** information, graphics, audio, video files from websites, books, magazines, or any other media - whether print or digital - without giving appropriate attribution.
- *Please note: Any research project whether it is a formal essay, presentation, or other format must include proper documentation of original sources. Documentation includes internal reference citations and bibliographies as specified by the instructor. Documentation **MUST** accompany information and ideas obtained from other sources if they are copied “word for word” and/or paraphrased in the student's own words.*

#### 2. USE, OBTAIN, OR GIVE UNAUTHORIZED ASSISTANCE (IN ANY FORM – INCLUDING, BUT NOT LIMITED TO, THE USE OF ELECTRONIC DEVICES) ON ANY HOMEWORK, QUIZ, TEST OR OTHER WORK.

- This includes **allowing other students to copy your homework or any assignment** (even if they paraphrase) – in part or in entirety.
- This includes **sharing information about a quiz or test** with other students.

#### 3. MODIFY, WITHOUT INSTRUCTOR APPROVAL, AN EXAMINATION, PAPER, RECORD, OR REPORT.

*\*If a student is unclear about whether a particular situation may constitute an honor code violation, the student should meet with the instructor to discuss the situation.*

### **III. Consequences for Honor Code Violations**

The consequences for violating the school honor code may include, but are not limited to, the following:

1. Assignment of a grade of zero to the test, quiz, or other assessment.
2. Determination of disciplinary consequences by administrator and/or instructor. These may include detention, referral, suspension, removal of school privileges, etc.
3. Loss of eligibility for membership in the National Honor Society.
4. Dismissal from the National Honor Society.

The school Proactive Discipline Plan and the district Discipline Matrix describe the specific consequences for each violation.

### **IV. Honor Code – All students will be required to sign the following statement at the beginning of each school year.**

**As a student of Atlantic Technical Center High School, I will uphold the school Honor Code.**

- **I will oppose all forms of academic dishonesty.**
- **I will refuse to allow other students to copy my work.**
- **I will credit all sources – digital and print.**
- **I will not misrepresent the work or ideas of others as my own.**
- **I will not share information about a test, quiz, or other assessment with other students.**
- **I will not use any unauthorized assistance on tests, quizzes, essays, or other assessments.**
- **I will strive to model the qualities of good citizenship at all times.**

*Please note: Teachers may include the following statement on tests, quizzes, or other assignments:*

By my signature, I verify that this work is entirely my own and that I have neither given nor received unauthorized help.

Signed: \_\_\_\_\_