

ACADEMIC INTEGRITY



The Faculty of Mathematics [website](#) contains information on academic integrity. This handout provides a more general overview of academic integrity and different types of offences. Academic integrity means **making ethical decisions, asking questions, and following instructions** - even when faced with difficult situations. All members of the University of Waterloo are expected to maintain academic integrity through following the six core values: **honesty, trust, fairness, respect, responsibility, and courage.**

Some students commit academic integrity offences unknowingly or with the best intentions because it can be difficult to know what would be considered an academic integrity offence. Regardless of why an academic integrity offence happens, all such infractions are treated seriously and often result in significant consequences.

Common Reasons Students Commit Academic Integrity Offences:

- Feel pressure
- Feel unprepared for a test
- Think that “checking” answers or looking for tips on how to proceed is not really cheating
- Think they are helping out a friend
- Don’t have the courage to say “no” to a friend that is pressuring them for inappropriate help
- Think they can get away with it

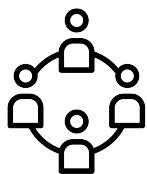


CHEATING *trying to gain or give an improper advantage in an academic evaluation*

- It is your responsibility as a student to understand the expectations of each of your courses. It is a good idea to ask your professor what their policy is on submissions, group work, and what calculators are permitted.
- Accessing course resources while doing homework or while learning material is almost always permitted. This includes:
 - Looking up similar problems for extra practice
 - For ungraded work, checking posted solutions to verify answers
 - Looking up solved solutions to similar problems to reinforce understanding

Cheating can include:

- Using online note sharing or answer sharing platforms
- Using solution manuals
- Forming groups to complete assignments or tests
- Accessing unauthorized materials, including online calculators



UNAUTHORIZED COLLABORATION

sharing work with others in whole or in part, beyond what your instructor has indicated is acceptable

- If you are not sure if group work is permitted, ask your instructor before collaborating.
 - Instructors may or may not allow even high-level discussion with classmates.
- Both the student copying *and* the student whose work is being copied are committing an academic offence. Being unaware that your work is being copied is not a defense.
- Some forms of collaboration are acceptable:
 - Discussing course content with peers in a broad and high-level fashion
 - Seeking out help from instructor, TA, or tutor, provided the above guidelines are followed

Unauthorized collaboration can include:

- Collaborating on marked assignments, quizzes, or test
- Reading/using each others answers
- Having your work completed or changed by tutor



PLAGIARISM *action or practice of taking someone else's work/idea/etc. and passing it off as one's own*

- Plagiarism occurs when you copy a classmate's work, allow someone to copy your work, or google/source answers to assignment questions.
- There are a few instances where seeking outside help may be allowed:
 - Some googling might be ok, as long as an instructor allows it
 - Watching a video of another instructor explaining a general concept
- Not only is copying someone else's work an offence, but you're not learning the content in a way that will help you understand future concepts.
- Anyone who asks you to allow them to copy is putting you in danger of committing an academic integrity offence.

Plagiarism is **never** allowed.

Plagiarizing will result in course consequences and it will be placed on your permanent record.

Selling your notes is also an academic integrity offence, specifically an intellectual property violation. Your solutions to assignment and exam questions are considered shared property and may not be shared without your instructors' permission.



IS IT WORTH IT?

- Is a slightly higher mark worth the possibility of having to explain why you have an academic violation on your record?
- Future courses build on your current courses so committing an academic integrity offence may lead to difficulties understanding concepts later on.
 - Courses also build on concepts. Committing an academic integrity offence on assignments may lead to a lower grade on tests. You may not understand the concepts well enough to solve the problems on a test.
- Many forms of cheating that were uncommon are now being closely monitored by the University.
- The consequences of academic integrity offences are steep and far reaching and can include **getting a zero on the entire exam or assignment, mark reductions, course failure, or suspensions.**
 - Students are also placed on disciplinary probation for the rest of their time at the university. This means that if they are involved in another incident of misconduct, the penalty will be more severe.

Have courage to tell others cheating is wrong.
Have courage to report cheating to your instructor.

MORE INFORMATION

To learn more about academic integrity, visit the websites listed. It is important that all students are familiar with Policy 71 and what constitutes as an academic integrity offence. Having this understanding can protect you from an unintentional offence and ensures all members of the University of Waterloo are acting within the six core values.

[Academic Integrity at Waterloo](#)
[Policy 71 - Student Discipline](#)
[Faculty of Math Academic Integrity](#)
[Academic Misconduct](#)
[Group Work and Collaboration](#)
[Intellectual Property and Copyright](#)