

CLARK COLLEGE: Academic Honesty and Ethics

The following text was crafted by a faculty workgroup at Clark College Winter 2022 after the legislature made changes to the Revised Code of Washington (RCW). This updated doc was published Winter 2023.

What is Academic Dishonesty?

Academic dishonesty often happens when students are stressed and feeling under pressure or when cultural differences lead to miscommunication around local customs. There are two main types of academic dishonesty.

- Plagiarism is when a student doesn't credit or properly cite the sources for their academic work.
- Cheating refers to a student getting or giving help on assignments that isn't allowed by the professor.

Clark College is here to support you as you work toward your academic goals and can help you avoid plagiarism or other types of academic dishonesty.

Strategies to Avoid Academic Dishonesty

The strategies below will help you to complete your class assignments ethically and honestly. This list is not complete, so always check with your professors to learn their expectations.

1. **Ask your professor:** If you are unsure what help or resources are allowed, ask your professor to clarify their expectations and instructions.
2. **Cite Your Sources:** When you use outside sources to support or expand your work, you must (1) say where the source material came from, (2) enclose in quotation marks any language taken from the source, and (3) cite the work in your assignment and on a separate reference page. Make sure the use of outside sources is allowed by your professor.
3. **Turn in Original Work:** Self-plagiarism is submitting the same work for credit in two different classes without professor permission. To avoid self-plagiarism, (1) only turn in work that you do for that class and (2) ask for permission before using work done in a different class.
4. **Do your Own Work:** Cheating is getting or giving help on assignments that isn't allowed by your professor. This includes sharing classwork with other students and buying or using papers and answers that aren't your own.
5. **Don't Fake Your Work:** Making up or falsifying your research, evidence, sources, or citations, or giving false information when completing a class assignment is a form of academic dishonesty.

Campus Resources for Additional Help

The campus resources below will help you to complete your class assignments ethically and honestly.

- Your professors are the ones evaluating your work. Ask questions about how to complete your assignments by visiting their office hours or sending them an email.
- Clark College Tutoring Services offers in-person and virtual tutoring via Zoom, hours of operation and schedules can be found on the Tutoring Services web page by clicking “Visit the Virtual Tutoring Center to view tutor schedules”. You may access links to the Zoom sessions and helpful tutoring resources via Canvas in the Virtual Tutoring Center for most general subjects and access Accounting and Business support virtually as well. Additional online support is also available via eTutoringOnline.org for an online writing lab and even more subjects.
- Clark College Librarians can provide one-on-one help with research projects and source citations. Visit the library or chat with librarians online for support.
- The Career Center’s Student Success Workshops cover topics such as proper citation, online research, time management, test anxiety, and more. Visit the Career Center’s website for more information and for a schedule of current workshops.
- Other college resources may help you address your specific needs and situation, including Financial Aid, Disability Support Services, the Counseling and Health Center, the Office of Diversity, Equity, and Inclusion, student support groups, etc.

Consequences for Academic Dishonesty

Faculty may give students a failing grade for an assignment, or, in extreme cases, the course. Students who plagiarize, cheat, or commit other types of academic dishonesty may also be referred by faculty to the Student Conduct Office for disciplinary action. These actions can include required anti-academic dishonesty learning activities or, in extreme or repeated cases, dismissal from an academic program.

If you wish to challenge a finding of academic dishonesty, you may submit a grade appeal beginning with the division chair associated with your class. To learn more, talk to your professor and review the course syllabus, your program’s policies, and the additional online resources:

- [Student Conduct](#)
- [Students Rights and Responsibilities](#)