

# ACADEMIC HONESTY AND PERSONAL INTEGRITY (SEMINARY)

This policy is the responsibility of the Registrar. It was approved by the Seminary Team on October 22, 2021. This policy is reviewed annually.

## POLICY OVERVIEW

This policy outlines the process involved for academic integrity and honesty.

## PRINCIPLES

The principles of natural justice, clarity and transparency undergird this policy.

## SCOPE

This policy applies to all graduate students.

## POLICY STATEMENT

Briercrest Seminary is committed to high academic standards and desires to develop in students a commitment to achieve these standards in a manner marked by integrity and honesty. Academic honesty is the hallmark of true personal integrity. Students are accountable to perform each task according to principles of academic honesty.

### *Principles of Academic Honesty:*

- Work submitted by a student must represent her/his own ideas, concepts, and current understanding.
- Any ideas or concepts borrowed from other sources need to be documented appropriately.
- Learning progress is measured by course assignments and examinations, and thus, standards of academic achievement cannot be recognized when cheating occurs.
- Cheating, plagiarism or any form of dishonesty is unacceptable.
- Cheating in any form devalues the credentials of the seminary and is detrimental to all students.
- The reputation of the students, faculty, and the institution is damaged and their integrity before God and the wider academic community is seriously compromised, if appropriate discipline is not applied where these principles are clearly violated.

### *Kinds of Academic Dishonesty:*

- Plagiarism: submission of the work of others, published or unpublished, in whole or in part without acknowledgment or proper documentation. (Note that it is not plagiarism to use ideas clearly “in the public domain” [e.g., reported by many writers without documentation]).
- Cheating on examinations by the use of crib notes, unauthorized retrieval of information previously stored in a computer, copying from another paper either before or during the exam or by any other means.
- Theft of examination papers.
- Deliberately allowing another student to copy one’s work.
- Buying or using a paper or project composed by another person and turning it in as one’s work.
- Having someone write an exam in one’s stead or writing an exam for someone else.
- Unauthorized collaboration on the preparation of course work.
- Submission of identical or substantially similar papers and/or course projects in more than one class without the prior approval of faculty member(s) involved.

### *Student Collaboration*

- There are appropriate times for student collaboration in a context that deeply values academic integrity. Students are encouraged to enter discussions with each other related to course content and even assignments (considering the guidelines above). Students are welcome to seek feedback from each other on assignments provided that the finished project presents their work and not that of another student.
- Faculty are encouraged to include opportunities for students to dialogue and work together on projects.
- In certain cases, students may wish to seek help in areas of grammar, logic, and organization within a paper. The student must take steps to ensure that they are gaining the necessary skills in these areas (e.g. if significant help is received in organizing the first paper, less help should be necessary in the second, etc.). The goal in receiving focused help must be to learn the skills and become independent of the help. If such help has been utilized in a paper, the student should inform the faculty member of this fact.

## **PROCEDURES**

- The professor of the course will assess the severity of the alleged infraction and initiate the disciplinary process.

- The professor will meet with the student(s) to discuss the reason(s) for the allegation and to give the opportunity for explanation or confession. Confession of dishonesty upon confrontation will permit more grace to be factored into the discipline.
- If the professor is not satisfied with the outcome of the first stage he/she shall write a brief report of the allegation and present it to the Dean of the Seminary.
- The Dean of the Seminary will meet with the student(s) and render a decision in the case.
- The student may appeal the Dean’s decision in writing to the Academic Appeals Committee.
- Any course failure or expulsion from Briercrest Seminary resulting from academic dishonesty will be the action of a committee (such as the Academic Appeals Committee) .
- All cases of dishonesty will be reported to the Registrar and the Dean of the Seminary.

## APPENDIX A

Related Forms/Policies	Academic Review and Appeal Process Withdrawal and Discontinuation Policy
Where is this policy published	Seminary Academic Calendar
Contact Information	Registrar

