

# ACADEMIC INTEGRITY

Location: Tod Hall, Room 222

Website: <https://ysu.edu/academic/affairs/> (<https://ysu.edu/provost/>)

Academic integrity is essential to the educational process and serves to uphold the educational mission of the university. Therefore, all members of the university community have a responsibility for maintaining high standards of honesty and ethical practice with regards to their academic endeavors. Students should consult with their instructor if they are not sure what may constitute a violation of the Academic Integrity Policy. The full policy can be found in Article III. 1. of *The Student Code of Conduct*.

Although instructors are responsible for taking all reasonable precautions to limit the possibility of students violating the Academic Integrity Policy, students share in this responsibility and should report any suspected violations to the instructor.

After an instructor has identified a possible violation(s) of the Academic Integrity Policy, they must notify the student of the allegation within two (2) university working days via university email and invite the student to participate in an Academic Integrity Conference. If mutually agreeable, the instructor and student may also hold the conference prior to email notification. The Academic Integrity Conference shall occur within five (5) university working days of the email notification to the student.

If an instructor concludes that a student is responsible for a violation(s) of the Academic Integrity Policy, they may impose a sanction, including the following:

- official warning
- lowering the grade on the exam, paper, or assignment in question
- lowering the student's final grade for the course in question
- requesting additional action from the Academic Grievance Subcommittee via a hearing

A complete description of the Academic Integrity process (<https://ysu.edu/dean-of-students/student-conduct/academic-integrity/>) is detailed in Article V. of The Student Code of Conduct (<https://ysu.edu/student-conduct/code-conduct/>). However, it should be noted that a student can:

- accept the charge(s) and sanction(s) offered by the instructor, which they acknowledge by signing the **Academic Integrity Form** (<https://ysu.edu/sites/default/files/YSU2017AcademicIntegrityForm.pdf>)
- accept the charge(s), but decline the sanction(s) offered by the instructor, which they acknowledge will transition the case to the Academic Grievance Subcommittee for a hearing; the student will not sign the Academic Integrity Form in this case
- decline the charge(s) and the sanction(s) offered by the instructor, which they acknowledge will transition the case to Academic Grievance Subcommittee for a hearing; the student will not sign the Academic Integrity Form in this case

Regardless of if the student chooses to sign the Academic Integrity Form, any case in which the student may face removal from their academic program or college, or University Suspension or Expulsion, requires a hearing before the Academic Grievance Subcommittee to ensure due process for the student. A representative from the Office of Community Standards & Student Conduct (<https://ysu.edu/dean-of-students/student-conduct/>) must be present at such hearings to serve in an advisory capacity.

In situations where the student has a prior recorded violation of the Academic Integrity Policy, an additional violation of the policy will require referral to the Office Community Standards & Student Conduct for possible additional charges and sanctions.

*The Student Code of Conduct* is available online.

## Contact for Questions/Concerns

Office: Office of Academic Affairs or Office of Community Standards & Student Conduct