
TITLE:	Academic Integrity
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POLICY STATEMENT:

Excerpt from the student handbook section on Campus/Academic Policies and Procedures:

PROCEDURE DETAILS:

Section 1:

5. If the faculty member consultation with the Program Director/Dean determines that there is insufficient evidence to charge the student a violation, the matter will be dropped.
6. The Director/Dean may handle all aspects of the violation if deemed appropriate by the Program Director/Department Chair in his/her discretion.

Section 2: Sanctions

A student's record of violations of academic integrity is forwarded, and violations are cumulative, regardless of changes in the student's status (i.e.: changes in status, drop, LOA, or withdraws and returns). Although these steps usually follow a progressive pattern, note that any step may be skipped depending on the seriousness of the situation and the individual history and/or other factors deemed relevant by the administration in its discretion or at the recommendation of the Program/Department Chair. Any action taken under this policy does not preclude taking action under other University policies. This policy does not preclude Goodwin University taking legal action.

1. Initial offense (warning option):
 - x A student with no prior incidents of academic dishonesty, whose offense is not deemed egregious enough to merit a formal violation charge will receive a courtesy conversation as follows:
 - i. The offense shall be identified and brought to the student's attention
 - ii. The student shall receive a copy of a letter form, which shall be recorded in the student's academic file
 - iii. The student will be referred to the counselor for review and is expected to ask for clarification on any areas that are not clear to them
 - iv. Note: this step may be skipped per faculty discretion
2. First official violation:
 - x Student receives counseling and a grade for the submission.
 - x Where the incident involves a graded assignment, the student may not exercise the option of dropping that grade if that policy permits deletion of assignment or test grade. Where the incident involves an assignment that has been so completed that the assignment must be voided for the entire class, the offending grade for the class will be based on the inclusion of the zero for the voided assignment.
 - x Counseling shall include:
 - i. Identification of the offense
 - ii. Instruction on what consists of compliance with the Goodwin University Academic Integrity Policy and how to avoid a future violation of said policy
 - iii. Documentation on a Violation of Academic Integrity signed by the faculty member
 1. The student shall sign the document indicating receipt of the same
 2. The document shall include a notification of the student's right to appeal
 3. The student shall be given a copy of the Goodwin University Academic Integrity Policy
 - iv. A copy of the document shall be provided to the student
 - v. The faculty member shall record the violation by entering a notation of the same in the Goodwin University Database Notes section
3. Second official violation:
 - x Student receives a failing grade for the course, and from the class will not alter the failing grade
4. Third official violation:
 - x Student is permanently dismissed from Goodwin University

Note:

Section 3: Appeals

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REVIEW DATE:	
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APPENDIX:
