

# Academic Integrity Policy

## Effective:

1/23/2012 (revised)  
4/22/2013 (revised)  
8/22/2018 (revised)  
2/18/2019 (revised)  
1/01/2026 (revised)

**Responsible Executive:** Provost

**Applicability:** All students taking classes at Auburn University with the exception of students that are enrolled in the Doctor of Veterinary Medicine or Doctor of Pharmacy programs.

**Review By:** 1/1/2029

## I. Philosophy and Purpose

As a land-grant institution, Auburn University is dedicated to improving the lives of the people of Alabama, the nation, and the world through forward-thinking education, life-enhancing research and scholarship, and selfless service. Auburn's primary mission is to educate and prepare students for success in life by instilling essential character traits and a strong work ethic. The values of honesty, respect, and accountability – cornerstones of the Auburn Creed – are what define Auburn's exceptional student experience.

The Academic Integrity Policy is designed to reflect these values and to foster an environment where intellectual integrity and respect guide all scholarly activities. By prioritizing transparency and accountability, Auburn reinforces the idea that true academic achievement is grounded in genuine effort and originality. Education thrives in an environment where honesty is paramount, and Auburn is dedicated to cultivating a community where trust and ethical behavior are the pillars of academic success.

## II. Scope

The Academic Integrity Policy applies to all students taking classes at Auburn University with the exception of students enrolled in the Doctor of Veterinary Medicine or Doctor of Pharmacy programs, who are subject to codes of conduct published and distributed within each program.

## III. Committee

The Academic Honesty Committee shall consist of fifteen faculty members; five undergraduate students recommended by the President of the Student Government Association; three graduate students appointed by the President of the Graduate Student Organization. The chair shall be designated by the president of Auburn University from among the faculty members of

the committee. The chair shall not vote unless it is to break a tie or if they are functioning as part of the quorum. Committee members involved in a violation should be replaced by an alternate. A quorum for Hearings will be five members, of whom three must be faculty and two must be students. Hearings may contain no more than four faculty members, including the appointed chair, and three students. The committee shall administer the provisions of the Academic Integrity Policy.

#### **IV. Overview**

Auburn University promotes academic honesty through four core principles and behaviors consistent with academic and personal integrity:

1. *Honesty* – Upholding trust and honesty by doing your own academic work and not cheating.
2. *Fairness* – Following correct academic procedures and practices as stated in course guidelines and as defined by Auburn University.
3. *Respect* – Growing as a student by facing academic challenges and interacting productively with instructors and peers.
4. *Responsibility* – Being accountable for and accepting responsibility for class assignments and personal academic development.

There are three ways to report a suspected violation of the Academic Integrity Policy.

1. *Faculty-Led Report*. A meeting that involves the charging party and charged party. If the charged party has indicated no prior violation at Auburn University and they agree that a violation occurred, sanctions that can be imposed are limited only to:
  - Academic Honesty Course
  - Resubmission of Assignment
  - Reduced Grade on Assignment
  - Zero Grade on Assignment
  - Reduced Grade in Course

After the meeting occurs, the report is submitted to the Office of the Provost using the online Academic Integrity Form. If the charged party failed to disclose a prior violation accurately, both parties will be notified, and the case will be reviewed by the Academic Integrity Committee.

2. *Facilitated Meeting*. A meeting that involves the charging party, charged party, and faculty representative of the Academic Integrity Committee who shall serve as a Facilitator. Both parties must agree to this meeting. This meeting option is only available if this is the charged party's first violation. If the charged party agrees a violation occurred, sanctions that can be imposed are limited only to:
  - Academic Honesty Course
  - Resubmission of Assignment
  - Reduced Grade on Assignment
  - Zero Grade on Assignment

- Reduced Grade in Course
- Grade of F in Course

If the party being charged has a previous violation, does not agree a violation occurred, or does not agree on the recommended sanction, the case will be reviewed by the Academic Integrity Committee.

3. *Academic Integrity Committee Hearing.* A formal hearing before the full Academic Integrity Committee. This includes the full review of evidence, testimony from both parties and witnesses if applicable. If the Committee determines that a violation of the Academic Integrity Policy occurred, sanctions that can be imposed include:

- Academic Honesty Course
- Resubmission of Assignment
- Reduced Grade on Assignment
- Zero Grade on Assignment
- Reduced Grade in Course
- Grade of F in Course
- Notation on transcripts
- Suspension
- Expulsion.

If the charging party or charged party do not agree on the outcome of the hearing, they can appeal to the University President.

For examples of dishonest behavior, student and faculty resources, procedures, and a flowchart illustrating the process, please visit the Auburn University Academic Integrity website.

## **V. Violations**

Academic integrity is based around the ideas of honesty and fairness. Academic integrity violations occur:

1. when students are dishonest about their work, such as by submitting plagiarized or copied material,
2. when students seek to gain an unfair advantage, such as by forging an excuse, or
3. by assisting another student in being dishonest about their work or in seeking to gain an unfair advantage.

## **Definitions and Descriptions**

### **A. Misrepresentation of Student Work**

The submission of assignments, including but not limited to essays, research papers, design projects, theses, and dissertations, or parts thereof, that are not the work of the student submitting them. This includes:

- *Plagiarism.* Plagiarism includes, but is not necessarily limited to, using words or ideas that are not one's own without proper documentation.

- In the case of a graduate thesis or dissertation, submission is defined as the time at which the first complete draft of such is submitted to the major professor for review.
- When direct quotations are used, they must be indicated, and when the ideas of another are incorporated into a paper, they must be appropriately acknowledged.
- Use of course-approved AI output without appropriate acknowledgement or documentation.
- *Unauthorized Re-use of Student Work.* Knowingly submitting a paper, report, examination, or any class assignment which has been altered or corrected, in part or in whole, for reevaluation or re-grading without the consent of the instructor

## **B. Gaining an Unfair Advantage**

- *Unauthorized Use of Materials or Resources.* The possession, receipt, or transmission of material or assistance prohibited in any assignment, including but not limited to essays, laboratory reports, examinations, quizzes to be submitted for credit as a part of a course or to be submitted in fulfillment of a university requirement.
- *Fraudulent Documents.* Altering or misusing a document such as, but not limited to, university forms or a doctor's excuse for academic purposes. This includes any altering of or attempt to alter an assigned grade on any official Auburn University record.
- *Inappropriate Assistance on Exams.* Serving as or enlisting the assistance of another as a substitute in the taking of examinations.

## **C. Assisting Another Student in Committing a Violation**

Knowingly assisting a student in carrying out any aforementioned violation. This includes selling, giving, lending, or otherwise furnishing to any other person any material which can be shown to contain the questions or answers to any examination or assignment scheduled to be given at the current date or on some subsequent date in any course of study, excluding questions and answers from examinations and assignments previously administered and returned to a student by the instructor.

## **D. Violation of Course Integrity Rules**

Instructors may outline in advance additional actions they consider a violation of the Academic Integrity Policy in the course syllabus, other course materials, and/or through written communications.

**Note:** Research misconduct is fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or reporting research results. Research misconduct applies to all research conducted under the auspices of the University by faculty, visiting faculty and scientists, post-doctoral candidates, graduate and undergraduate students, and staff. All allegations of research misconduct fall under the Policy on Research Misconduct and should be reported to the Office of the Vice President for Research and Economic Development. Academic Integrity Policy violations are related to work done in registered courses.

## VI. Sanctions

The following sanctions may be imposed for violation of the Academic Integrity Policy:

1. *Academic Integrity Course*

This course is designed for students who have violated the Academic Integrity Policy. Through reflective exercise and case studies, students learn strategies to uphold ethical standards and build a foundation of trust in their academic progress. Students must complete the course within 30 days of the date it is assigned.

2. *Redo or Resubmit Assignment or Examination*

Charged student can resubmit an assignment or examination. The deadline for this is at the discretion of the professor, within the course time frame.

3. *Reduced Grade – Assignment or Examination*

A reduced grade on the examination, project, paper, or assignment in which the violation occurred. The grade reduction cannot exceed one letter grade or 10% of the grade.

4. *Zero Grade – Assignment or Examination*

5. *Reduced Grade – Course*

A reduced grade of one letter in the course in which the violation occurred.

6. *Grade of F – Course*

A grade of F in the course in which the violation occurred. Additionally, a grade of F shall be reported to the dean of the college or school in which the student is registered and the Office of the Provost.

7. *Transcript Notation*

The notation “assigned for academic dishonesty” shall be placed on the transcript for a designated length of time and at the beginning of the term which follows the violation. The notation “assigned for academic dishonesty” will remain on the student’s transcript for at least one semester and upon completion of the Academic Integrity Course.

8. *Suspension*

Suspension from Auburn University, as defined by the Student Code of Conduct, for a stated period of time which shall be noted on the student’s transcript for the period of suspension.

- The sanction of suspension is at the discretion of the Academic Integrity Committee during a Hearing but is not a sanction that may be imposed during a Facilitated Meeting or Faculty-Led Report.
- The case of a student who has, or soon will have completed all graduation requirements, graduation will be delayed until any period of suspension has passed.

9. *Expulsion*

Expulsion from Auburn University for academic dishonesty shall be permanently noted on the student’s transcript.

- The sanction of expulsion is at the discretion of the Academic Integrity Committee during a Hearing but is not a sanction that may be imposed during a Facilitated Meeting or Faculty-Led Report.

### Eligible Sanctions by Report

#### Faculty-Led Report Sanctions

1. Academic Honesty Course
2. Redo or Resubmit – Assignment or Examination
3. Reduced Grade – Assignment or Examination
4. Zero Grade – Assignment or Examination
5. Reduced Grade – Course

#### Facilitated Meeting Sanctions

1. Academic Honesty Course
2. Redo or Resubmit – Assignment or Examination
3. Reduced Grade – Assignment or Examination
4. Zero Grade – Assignment or Examination
5. Reduced Grade – Course
6. Grade of F – Course

#### Academic Integrity Hearing Sanctions

1. Academic Honesty Course
2. Redo or Resubmit – Assignment or Examination
3. Reduced Grade – Assignment or Examination
4. Zero Grade – Assignment or Examination
5. Reduced Grade – Course
6. Grade of F – Course
7. Transcript Notation
8. Suspension
9. Expulsion

#### **Sanction General Information**

- Any prior record of academic dishonesty must be considered by the Committee when determining sanctions.
- After expiration of a sanction, the Office of the Registrar will remove the sanction notation from the transcript.

## **VII. Rights and Responsibilities**

#### **General Information**

- All Auburn University students, faculty, and staff have the responsibility to help enforce the Academic Integrity Policy.
- A charged student has the right to be considered innocent until proven guilty with the burden of proof being clear and convincing evidence presented by the charging party.
- A charged student accused of academic misconduct, whether acknowledging involvement or not, shall be allowed to continue in the course without prejudice pending action by the Committee.
- A charged student has the right to be informed of an allegation of academic dishonesty prior to a report being submitted.

- A charged student has the right to request or agree to have a meeting with the charging party, Option 1 (see below), to discuss and potentially resolve an alleged violation of the Academic Honesty Code.
- A charged student has the right to request or agree to a Facilitated Meeting, Option 2 (see below), if no resolution has been made in Option 1 meeting.
- A charged student has the right to an Academic Integrity Hearing, Option 3 (see below), for any charge of academic dishonesty.
- For Options 1 or 2 to occur, both the charging party and the charged student must consent to participate.
- For Options 1 or 2 to occur, a charged student cannot have a prior violation of the Academic Integrity Policy.

### **Option 1 – Faculty-Led Report**

#### *Charged Student*

- A charged student will have three business days after notification of the violation to indicate their intention to attend a Faculty-Led meeting along with providing availability.
- A charged student has a right to disagree with the alleged violation or recommended sanction in a Faculty-Led meeting and request a Facilitated Meeting or Academic Integrity Hearing.
- A charged student must be notified that a Faculty-Led report has been submitted to the Office of the Provost.
- A charged student in a Faculty-Led Report is only eligible for the following sanctions:
  1. Academic Integrity Course
  2. Redo or resubmit – Assignment or Examination
  3. Reduced Grade – Assignment or Examination
  4. Zero Grade – Assignment or Examination
  5. Reduced Grade – Course

#### *Charging Party*

- The charging party must notify a charged student to request a Faculty-Led meeting.
- If a resolution is made in a Faculty-Led meeting, the charging party must notify a charged student that a Faculty-Led Report has been submitted to the Office of the Provost.
- The charging party must only recommend the following sanctions in a Faculty-Led Report:
  1. Academic Integrity Course
  2. Redo or resubmit – Assignment or Examination
  3. Reduced Grade – Assignment or Examination
  4. Zero Grade – Assignment or Examination
  5. Reduced Grade – Course

### **Option 2 – Facilitated Meeting**

#### *Charged Student*

- A charged student will have three business days after notification of the violation to indicate their intention to attend a Facilitated Meeting along with providing availability.
- A charged student has a right to disagree with the alleged violation or recommended sanction in a Facilitated Meeting and request an Academic Integrity Hearing.
- A charged student in a Facilitated Meeting is eligible for the following sanctions:
  1. Academic Integrity Course
  2. Redo or resubmit – Assignment or Examination
  3. Reduced Grade – Assignment or Examination
  4. Zero Grade – Assignment or Examination
  5. Reduced Grade – Course
  6. Grade of F – Course

#### *Charging Party*

- The charging party must notify a charged student of an allegation of academic dishonesty prior to a report being submitted.
- The charging party must only recommend the following sanctions
  1. Academic Integrity Course
  2. Redo or resubmit – Assignment or Examination
  3. Reduced Grade – Assignment or Examination
  4. Zero Grade – Assignment or Examination
  5. Reduced Grade – Course
  6. Grade of F – Course

### **Option 3 – Academic Integrity Committee Hearing**

#### *Charged Student*

- If a charged student desires a Hearing, their request must be emailed to the Office of the Provost within three business days after receipt of the Provost's notification of the charge and the right to a Hearing. If no request is made during these three business days, the case will still be reviewed by the Academic Integrity Committee.
- A charged student has the right to receive notice of the time and place of a Hearing at least five working days in advance of the Hearing.
- During the Hearing, a charged student has the right to present witnesses and evidence and to be in attendance throughout the presentation of witnesses and evidence.
- A charged student has the right to examine all evidence submitted by the charging party, including the names of witnesses, any time after being notified of the charge by the Office of the Provost.
- A charged student is encouraged to provide a written statement two business days in advance and to cooperate with the Committee in processing their case. However, failure of a charged student to make a statement or to answer any or all questions will not be considered in the determination of guilt or innocence.
- A charged student has the right to have an advisor accompany them at their Hearing. This advisor may not be an active participant during the Hearing. The advisor must be a current Auburn faculty member, staff member, employee, or student that is not involved in any active Academic Integrity case. The advisor cannot be a family member or lawyer of the charged student.



- The advisor must be able to be present at the scheduled date and time for a Hearing. Delays will not normally be allowed due to scheduling conflicts of an advisor.
- A charged student in an Academic Integrity Committee Hearing is eligible for the following sanctions:
  1. Academic Integrity Course
  2. Redo or resubmit – Assignment or Examination
  3. Reduced Grade – Assignment or Examination
  4. Zero Grade – Assignment or Examination
  5. Reduced Grade – Course
  6. Grade of F – Course
  7. Transcript Notation
  8. Suspension
  9. Expulsion

### **Appeals and Post-Review Information**

- The Provost will be responsible for making a decision based on recommendations from the Academic Integrity Committee.
- A charged student and charging party have the right to appeal the recommendation of the Academic Integrity Committee.
- An appeal must be submitted to the Office of the Provost within five business days of notification using the online Academic Integrity Appeal Form.
- Appeals may only be considered if:
  - New evidence or information is discovered that could potentially impact the decision. This new information must have been unknown to the person appealing at the time of the original Hearing.
  - Proper procedure for a Hearing was not followed.
  - The proposed sanctions are considered disproportionate in comparison with the violations committed.
- The President of Auburn University will be responsible for reviewing any appeals, and this decision will constitute the final action of the Academic Integrity Procedure.