**AP Class Student and Parent/Guardian Notification**

Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**The Need for Academic Honesty**

AP English and AP social studies classes maintain a zero tolerance for copying, cheating, and plagiarizing. ALL cheating or plagiarism, no matter how “minor,” will result in disciplinary action.

In the Internet age, students must learn to create their own work. Education, in this case, involves developing students' awareness of what it means to generate original ideas. That being said, no work is created in a vacuum: sources must be utilized, and group work is often encouraged. Therefore, part of what is taught in college-preparatory classes is how and when to share work as well as methods for citing sources. Students are expected to utilise MLA style formatting, which they learn freshman year, to acknowledge the words and ideas of others.

**What is Plagiarism?**

Plagiarism includes but is not limited to failure to cite in a Works Cited the source of specific language or any idea derived from the published or unpublished work of another person, whether directly quoted, paraphrased, or summarized. Plagiarism also includes a failure to identify in a Bibliography the websites, books, magazines, or people who provide information that alter, confirm, or organize your thinking, even if not directly cited, paraphrased, or summarized.

*The MLA Handbook for Writers of Research Papers* (2000) describes plagiarism as follows: “Plagiarism involves two kinds of wrongs. Using another person’s ideas, information, or experience without acknowledging that person’s work constitutes intellectual theft. Passing off another person’s ideas, information, or expressions as your own to get a better grade or gain some other advantage constitutes fraud” (66).

**“Working Together” on Homework**

Copying homework assignments is cheating and will result in the consequences outlined below. When students work together on homework, they are required to read the assigned material and generate unique responses—employ their own words and phrasing. Some assignments are explicitly group projects, and teachers expect students to produce a shared product. If students are unclear whether answers may be communal, they should request clarification.

**Summer Reading**

Summer work is a prerequisite for Honors and AP classes. If a student plagiarizes a summer reading assignment, he will be dropped from the class and placed in the regular program if there is space to move him. If, due to a lack of space in another English class, the student cannot move, the zero grade on the summer work will still stand. One phrase or more lifted from another source with the same words or nearly the same words is plagiarism. Furthermore, the consistent restatement or paraphrasing of others’ ideas throughout a paper constitute proof of copying.

**Sharing Work**

Emailing an essay or leaving work with another student can lead to plagiarism. In the event that copying occurs due to such sharing, both parties will be penalized as outlined below. As stated above, if sharing summer assignments results in cheating, both students may be dismissed from the AP course.

**Passive Encouragement of Cheating**

All students must contribute to a culture of honesty and academic rigor. Observing cheating and not reporting it corrupts the group. Speak out against cheating. Cultivate authentic pride. Your integrity will be reflected in college recommendations from teachers and counselors and will contribute more to your future happiness than GPA.

**Actions which will result in consequences**

Violations of this contract include but are not limited to the following:

* Plagiarism from texts, Internet, magazines, or other sources.
* Copying homework or otherwise submitting any work that is not the student’s own.
* Failure to cite sources that are directly quoted, paraphrased, or summarized.
* Cheating on exams or quizzes, including theft of or **unauthorized access to an exam or allowing such an event to occur.**
* Supplying or communicating unauthorized information in any way to another student for the preparation of an assignment, activity, or examination.
* Collaboration in the preparation of an assignment unless specifically permitted or required by the instructor.
* Submission of the same work for credit in two courses without obtaining prior permission from both instructors.

**Consequences of academic dishonesty accrue through high school**

**Teachers and counselors refer to the behavioral record before writing college or work recommendations**

**First Offense**

1. Referral to Administration. Infraction is part of the student’s behaviour record.
2. Conference with parent, teacher, and possibly an administrator.
3. Zero points on assignment with no opportunity to re-submit for a grade. Teachers may also subtract double the number of participation points as the value of the assignment.
4. If the F grade and point deduction lower the student’s semester grade to a D or lower, the student will be removed from the course.

**Second Offense**

1. Referral to Administration. Infraction is part of the student’s behaviour record.
2. Zero points on assignment with no opportunity to re-submit for a grade. Teachers may also subtract triple the number of participation points as the value of the assignment.
3. Mandatory conference with parent, teacher, and administrator.
4. Suspension for violation of Ed. Code 48900

**Third Offense**

1. Referral to Administration. Infraction is part of the student’s behaviour record.
2. Suspension for violation of Ed. Code 48900 K
3. Mandatory conference with parents, teacher, and administrator
4. F grade for the semester
5. Possible district disciplinary hearing

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to uphold the AP standards of community participation, academic performance, and academic integrity. I understand disciplinary action may occur should I choose not to uphold these standards, and that action could include removal from the AP class. I have read and understand the integrity expectations and consequences outlined in this document.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ date\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_period\_\_\_\_\_\_

**Student signature**

I, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, agree to support my child in upholding the AP standards of community participation, academic performance, and academic integrity. I understand that disciplinary action, which could include removal from the AP class, may result if my child chooses not to adhere to this contract. I have read and understand the integrity expectations and consequences outlined in this document.

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**Parent/Guardian signatures**