**ACADEMIC INTEGRITY, ASSESSMENT AND EVALUATION POLICY**

Mount Saint Agnes is a Catholic institution dedicated to fostering holistic growth and ethical development, maintaining academic integrity is of utmost importance. This policy outlines our commitment to upholding academic honesty, fostering a culture of learning, and nurturing the values central to our faith.

**As a community of learners, we:**
- **Pray, celebrate and learn together.**
- **Model Christian faith through actions and words.**
- **Respect individual differences.**
- **Provide strategies to meet student needs.**
- **Empower students and staff to achieve success.**
- **Embrace life-long learning.**

**ACADEMIC INTEGRITY POLICY**
Mount Saint Agnes Academy is a place where learning and knowledge are based on core values of respect, excellence, accountability, consideration, and honesty. We hold our students to the highest standards of performance and integrity. We expect each student and staff member to maintain those standards and strive for continuous improvement. Students are to take responsibility for their actions and thus maintain academic honesty and a positive learning environment.

**TYPES OF VIOLATIONS**
**Cheating**: Using or attempting to use unauthorized materials, information, or study aids in any academic exercise.
**Facilitation**: Helping or attempting to help another student violate any provision of the Academic Integrity Policy.
**Falsification**: Making up information/data or a citation in any academic exercise.
**Plagiarism**: Representing the words or ideas of another as one's own in any academic exercise.

**LEVEL 1 VIOLATION**
- Copying another student's homework, classwork, or ideas without the instructor's permission. (**cheating/plagiarism**)
- Allowing another student to copy homework or classwork without the instructor's permission. (**facilitation**)
- Not acknowledging another writer's ideas or direct words within a given assignment. A list of resources alone is not sufficient. (**plagiarism**)
- Copying or paraphrasing an excerpt from the internet or any other resource without citing the source, or the use of AI-generated content. (**plagiarism**)

**CONSEQUENCES FOR LEVEL 1 VIOLATIONS – the following will be enforced:**
- 1st offense:
  - Teacher confers with student and notifies parent
  - Zero on assignment
  - Disciplinary referral to and conference with administration for detention or suspension.
- 2nd (or subsequent) offenses:
  - Teacher confers with student and notifies parent
  - Zero on assignment
  - Disciplinary referral to administration for suspension and meeting with parents.

**LEVEL 2 VIOLATIONS**

- Cheating on exams, tests, or quizzes, including failure to follow behavioral and procedural guidelines before, during, and after testing situations. (**cheating**)
- Copying or buying an essay, lab report, or project and submitting it as one's own. (**cheating/plagiarism**)
- Submitting an AI-generated report as one's own work. (**cheating/plagiarism**)
- Using an assignment from a student who previously took the class and submitting it as one's own (**cheating**). Providing that assignment to a current student. (**facilitation**)
- Obtaining information about the content of an exam, test, or quiz from a student who has already taken the exam/quiz. (**cheating**)
- Providing information about the content of an exam, test, or quiz to a student who has not yet taken the exam/quiz. (**facilitation**)
- Making up a source to use as a citation in an assignment. (**falsification**)
- Any academic integrity violation not listed.

**CONSEQUENCES FOR LEVEL 2 VIOLATIONS – the following will be enforced:**

- 1st offense:
    - Teacher confers with student and notifies parent.
    - Zero on assignment.
    - Disciplinary referral to administration for detention or suspension.
- 2nd (or subsequent) offenses:
    - Teacher confers with student and notifies parent.
    - Zero on assignment.
    - Disciplinary referral to administration for suspension or expulsion from school.

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