

APPENDIX A: PENALTIES FOR ACADEMIC INTEGRITY VIOLATIONS

Owner: Academic Integrity Office
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1. The College implements a **progressive and incremental approach** to Penalties, which are based on the severity of the Academic Integrity Violation. If a student receives multiple AIVs, typically the penalties will increase.
 - 1.1. All AIVs, Warnings or Offences, do not appear on student transcripts.
2. **Types of Academic Incident that May Receive a Warning**
 - 2.1. Copyright infringement.
 - 2.2. Not maintaining security of work.
 - 2.3. Improper behaviour during a testing situation that potentially results in an unfair advantage.
 - 2.4. Loaning work to someone else.
 - 2.5. Unauthorized collaboration.
 - 2.6. Copying from others or self-copying (i.e., submitting academic work previously submitted to another course that received a grade.)
 - 2.7. Unauthorized aids and assistance.
 - 2.8. Unscholarly behaviour: Interfering with the ability of another student to successfully complete academic work.
 - 2.9. Facilitated Academic Misconduct (i.e., Uploading and sharing any course materials used for evaluation, to a third-party website that is not allowed to be distributed, or uploading one's own academic work to a third-party website that is then taken and submitted by another student for credit.)
3. The college reserves the rights to file an Offence instead of a warning where the AIV is egregious.
4. **Types of Academic Incident Integrity Violations (AIVs) that Must Receive an Offence**
 - 4.1. Aiding and Abetting.
 - 4.2. Contract Cheating.
 - 4.3. Misrepresentation and Fraud.
 - 4.4. Plagiarism.

5. Types of Academic Penalties

5.1. Category 1

- 5.1.1. Rework and resubmit the assessment. The new submission is graded and an appropriate late penalty is applied.
- 5.1.2. Rework and resubmit the assessment with the possibility of only receiving the minimum passing grade (if not submitted by faculty assigned date, mark = 0).
- 5.1.3. Partial marks on the assessment with no opportunity to resubmit.
- 5.1.4. Loss of an alpha grade on the assessment.
- 5.1.5. Zero when the assessment value is 10% or less.

5.2. Category 2

- Fail a pass/fail assessment.
- Loss of an alpha grade in the course (zero on the assessment as well as a 10% final grade deduction.)
- Zero when the assessment value is between 11-19%.

Category 3

- Zero when the assessment value is 20% or greater.
- Zero in the Course.
- Other.

Category 4

- Discontinuance from Conestoga College.

RELEVANT LEGISLATION AND RELATED DOCUMENTS:

Academic Integrity Policy and Procedure

Copyright Policy

Discontinuance Procedure