Crades in High School	Crades in College
Grades in High School	Grades in College Grades might not be provided for all assigned
Grades are given for most assigned work.	work. Some assigned work is to help students learn, not to give the professor something to grade.
Consistently good homework grades may raise students' overall grade when test grades are low.	Grades on tests and major papers usually provide most of the course grade. Homework may not even be a component of the course grade.
Extra credit projects are often available to help students raise their grade.	Extra credit projects cannot, generally speaking, be used to raise a grade in a college course.
Initial test grades, especially when they are low, might not have an adverse effect on a student's final grade.	Students must watch out for their first tests. These are usually "wake-up calls" that let students know what is expectedbut they also may account for a substantial part of a student's course grade. Students may be shocked when they get their grades.
Students might graduate as long as they have passed all required courses with a grade of D or higher.	Students may graduate only if their average in classes meets the departmental standardtypically a 2.0 or C average. Courses with a grade of D might not be accepted for credit in an South Texas College degree or for transfer credit by other colleges and universities.
Guiding Principle: Effort counts. Courses are usually structured to reward a "good-faith effort."	Guiding Principle: Results count. Though "good-faith effort" is important in regard to the professor's willingness to help students achieve good results, it will not substitute for results in the grading process.

ACADEMIC DISHONESTY

The Student Code of Conduct is available in the STC Student Handbook, which can be accessed online at the Student Rights & Responsibilities webpage. The section on Academic Dishonesty is in Section 5: Conduct Violations. Faculty should discuss academic integrity with their students early in the semester, and stress what constitutes academic dishonesty along with the consequences for failing to adhere to this principle. Continuing instruction in what constitutes academic dishonesty is advised early in the semester, as well as throughout the semester as needed. Faculty determine the appropriate academic penalty guided by College policy, and faculty must include this information in their course syllabus.

42. Academic dishonesty. Students attending South Texas College are responsible for adhering to standards of academic integrity. Academic integrity is the pursuit of scholarly activity in an open, honest and responsible manner. Academic integrity is a basic guiding principle for all academic activity at South Texas College and students are expected to act in accordance with this principle. Failing to adhere to academic integrity constitutes academic dishonesty. Academic dishonesty is considered to be a violation of the behavior expected of a student in an academic setting as well as a student conduct violation. A student found

responsible for academic dishonesty is subject to appropriate academic penalty as determined by the faculty member. Students who engage in academic dishonesty also face additional sanctions from the Office of Student Conduct, including expulsion from the College, as outlined in the South Texas College Code of Student Conduct.

Students are responsible for adhering to course requirements as specified by the faculty member in the course syllabus. Students assume full responsibility for the content and integrity of the coursework they submit. Information from instructors regarding the rules and guidelines for examinations, papers, projects, presentations, and other assignments are included in the course syllabus. A student's lack of understanding is not a valid defense to a charge of academic dishonesty. Types of academic dishonesty include, but are not limited to:

- a. **Cheating** Using or intending to use unauthorized materials, information, notes or study aids in any academic exercise; or any other actions taken to gain unfair advantage over others.
 - 1. Copying from another student's exam or quiz or providing answers to another student during an exam or quiz.
 - 2. Substituting for another person, or permitting another person to substitute for one's self, in taking an exam or completing an assignment.
 - 3. Using, buying, stealing, transporting or soliciting some or all of the contents of an un-administered test, homework answer sheet, computer program or answer key.
 - 4. Looking at another student's paper, talking or using an external aid such as notes, books, calculators or cell phones (unless the course instructor has indicated in advance that this will be allowed) during an exam or quiz.
 - 5. Obtaining answers or information for a homework assignment, exam or quiz from an unauthorized source. This includes, but is not limited to, using commercial term paper companies, purchasing answer sets to homework from tutoring companies, and obtaining information from students who have previously taken the course.
 - 6. Reviewing previous copies of an exam or quiz without the permission of the course instructor.
- b. **Plagiarism** Using someone else's words, ideas or images and submitting that work for credit as if it were one's own without appropriate acknowledgment to the author.
 - 1. Submission of any written assignment or oral presentation implies that the work is the result of that student's own thought.
 - 2. Use of someone else's words, ideas and images must be documented by proper use of quotation marks, references, and footnotes. This includes Internet sources.
 - 3. Students must be able to authenticate their work if requested by their course instructor.
- c. **Multiple Submissions** Multiple submissions are submissions of the same or substantially the same work for credit in two or more courses, including but not limited to courses being retaken for credit. Multiple submissions include the use of any prior academic effort previously submitted for academic credit at this or a different institution. Multiple submissions will not include those situations

where the prior written approval by the instructor in the current course is given to the student to use a prior academic work or endeavor.

- d. **Fabrication** The intentional and unauthorized falsification or invention of information or citation in an academic exercise.
 - 1. Inventing data or results, and recording or reporting them as factual.
 - 2. Inventing or altering citations, footnotes, etc.
 - 3. Providing a fabricated document to a course instructor in order to obtain an excused absence or to satisfy a course requirement.
- e. **Collusion** Unauthorized collaboration with another person in the preparation of an academic assignment. All assignments are to be completed individually unless the course instructor indicates otherwise.
- f. **Complicity** Assisting or attempting to help another student commit academic dishonesty.
 - 1. Providing information about test questions before a scheduled exam or quiz unless authorized to do so by the course instructor.
 - 2. Allowing another student to copy from one's paper during an exam, quiz or homework assignment.
 - 3. Taking an exam or quiz for another student.
 - 4. Signing another student's name on an academic exercise or attendance sheet.
 - 5. Conspiring with one or more persons to commit, or to attempt to commit, any act of scholastic dishonesty.
- g. **Failing to Report Academic Dishonesty** Failing to report an incident of academic dishonesty to your course instructor.

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT

The Family Educational Rights and Privacy Act and the Texas Open Records Act are federal and state laws, respectively, that provide for the review and disclosure of academic records. In accordance with these laws, South Texas College will not permit access to or the release of personally identifiable information contained in academic records to any party without the written consent of the student, except:

- to appropriate South Texas College officials, who require access to academic records in order to perform their legitimate duties, which means the information or records requested is relevant and necessary to accomplish a task or make a determination, and the task or determination is an employment-related responsibility of the inquirer or is a properly assigned duty for the inquirer.
- to officials of other schools in which the student seeks or intends to enroll, upon request of these officials, and upon the condition that the student be notified and receive a copy of the record, if desired.
- to federal, state or local officials or agencies authorized by law.
- in connection with a student's application for or receipt of financial aid.
- to accrediting agencies or organizations conducting educational studies, provided that these entities do not release personally identifiable data.
- to the parents of a dependent student, as defined in section 152 of the Internal Revenue Code of 1954, provided a reasonable effort is made to notify the student in advance.

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