



Academic Honor Code

Allen High School deeply values learning and seeks to empower each student to reach his or her full potential. We recognize that struggles and mistakes are necessary elements of the learning process; however, cheating and plagiarism eliminate the development of critical thinking, stifle creativity, and relegate us to a world of what already is rather than a world of what could be. In order to realize our full potential, we pledge to value learning above grades and to hold ourselves to the highest standard of academic integrity.

THE CODE

- 1. Cheating—Cheating is misleading a staff member in some way as to receive, or attempt to receive, credit for work not originated by the student or work performed with unauthorized assistance.**

Examples of cheating include, but are not limited to:

- a. Copying another person's work.
- b. Allowing another student to copy his/her work.
- c. Using unauthorized notes, technology, or written material in any form during an assessment.
- d. Revealing/receiving examination content, questions, answers, or tips from another student, or removing such information from the classroom after an examination through the use of notes, scratch paper, technology, verbal communication, etc.
- e. Unauthorized collaboration/communication that violates the teacher's established expectations.

- 2. Plagiarism—Plagiarism is the use of passages, materials, words, or ideas that come from someone or something else, without properly naming the source.**

Examples of plagiarism include, but are not limited to:

- a. Copying text (ideas, words or syntax) or other materials from the internet, book, article, computer code, or other source without citing them.
- b. Using any translation tool on a world language assignment.
- c. Purchasing or receiving, in any manner, an assignment that is the work of another person and submitting that assignment as your own.



RESPONSIBILITIES

1. Students:

I promise to...

- a. Uphold the AHS Academic Honor Code by being honest myself and encouraging others to do the same,
- b. Value learning over grades,
- c. Take pride in myself and my work,
- d. And understand and accept the consequences of the honor code.

2. Parents:

I promise to...

- a. Actively promote and model honesty with my student,
- b. Value learning over grades,
- c. Actively communicate and collaborate with teachers regarding my student's learning,
- d. And understand and accept the consequences of the honor code.

3. Teachers:

I promise to...

- a. Actively promote and model honesty,
- b. Value learning over grades,
- c. Maintain vigilance and keep test materials secure and varied,
- d. And adhere to the honor code.

4. Administrators:

I promise to...

- a. Actively promote and model honesty,
- b. Value learning over grades,
- c. Maintain accurate records of honor code violations and ensure that the honor code is being applied consistently throughout the school,
- d. And adhere to the honor code.



RESPONSES

- Repeat offender will move up at least one tier in consequences, regardless of course in which the incident occurred. Offenses will not carry over from one academic year to the next.
- Advanced Academics cases of cheating/plagiarism will be reported to the Advanced Academics Coordinator and the Advanced Academics Administrator.
- Advanced Courses (courses weighted above 4.0) responses begin at Tier 2.

Level of Severity	Examples Include But Are Not Limited To:	Responses
Tier 1	<p>Copying student work or allowing another student to copy his or her work.</p> <p>Using any translation tool on a World Languages assignment.</p>	<ul style="list-style-type: none"> • Teacher conference with parent and student. • Office referral. • Alternate assignment or redo for up to a 60. • Begin progressive discipline consequence guidelines with 2-hour detention. • If member of an Honor Society, sponsor notified of incident.
Tier 2 (Advanced Course Responses Begin at Tier 2)	<p>Sharing or receiving questions/answers to items on classroom assignments (including, but not limited to, test and quiz grades).</p> <p>Communication of any kind during a test or quiz.</p> <p>Accessing information during a test or quiz using any electronic device or written source.</p>	<ul style="list-style-type: none"> • Teacher conference with parent and student. • Office referral. • Alternate assignment, test, or quiz for up to a 50. • Begin progressive discipline consequence guidelines with 4-hour detention. • Exemption forfeited for final exam for course in which violation occurred. • If member of an Honor Society, sponsor notified of incident, which may result in removal from the Honor Society. • Forfeiture of academic awards at the spring awards ceremony
Tier 3	<p>Theft of a test or test key, including theft by digital means.</p> <p>Distribution of a test or test key.</p> <p>Selling a test or a test key.</p> <p>Sabotaging a fellow student's work.</p> <p>Plagiarizing by taking credit for work done by another.</p> <p>Forgery of a document or a signature</p> <p>Falsification of records and official documents</p>	<ul style="list-style-type: none"> • Teacher conference with parent and student. • Office referral. • Student Intervention Team meeting. • Must complete alternate assignment, test, or quiz for a zero in a mandatory tutorial. • Exemption forfeited for all final exams for the entire school year. • Follow progressive discipline consequence guidelines. • If member of an Honor Society, sponsor notified of incident, which will result in appearance before faculty review board and possible removal from the Honor Society. • Forfeiture of academic awards at the spring awards ceremony • Possible rescindment of recommendation letters

Adapted from Honor Codes at the following schools: Westlake High School, St. Elizabeth High School, Pearland High School, and South Lakes High School.