



## SYLLABUS INSERT

---

Instructors need to be clear on the rules for their courses regarding collaboration on assignments and taking exams. This information should be discussed on the first day of class during each semester and explained in the course syllabus.

The following is the insert that should be copied into instructors' syllabi, reaffirming the university's dedication to academic ethics and giving instructors the opportunity to include specific guidelines for their courses:

*The strength of the university depends on academic and personal integrity. In this course, you must be honest and truthful. Ethical violations include cheating on exams, plagiarism, reuse of assignments, improper use of the Internet and electronic devices, unauthorized collaboration, alteration of graded assignments, forgery and falsification, lying, facilitating academic dishonesty, and unfair competition.*

*[In addition, the specific ethics guidelines for this course are:*

- (1) (Insert unique rules here, such as your policy regarding collaboration on assignments or use of old exams.)*
- (2) (etc.)]*

*Report any violations you witness to the instructor. You may consult the associate dean of student affairs and/or the chairman of the Ethics Board beforehand. See the guide on "Academic Ethics for Undergraduates" and the Ethics Board Web site (<http://ethics.jbu.edu>) for more information.*