



PACIFIC COAST UNIVERSITY  
FOR WORKPLACE HEALTH SCIENCES

## Academic Integrity and Student Responsibility – Policy 012

Academic Integrity is a core value of Pacific Coast University for Workplace Health Sciences. Academic Integrity is fundamental to the creation of knowledge and is an essential part of the University's teaching and learning processes. Academic Integrity means being honest in the completion of all academic work. Examples of academic integrity include acknowledging others when using their work or ideas, not representing the work of others as one's own, not cheating on exams or assignments, being honest and forthright when participating in a practicum or other activities of the university, and acknowledging the work of fellow students when collaborating on assignments and projects.

A deliberate breach of academic integrity is considered to be academic misconduct. Penalties for academic misconduct may range from a letter of warning, a reduction in grade, involuntary withdrawal from a course or program through to involuntary withdrawal from the University.

### *Related Policy*

Academic Appeals and Complaints – Policy 005  
Continuance in Program – Policy 035  
Code of Conduct - Policy 215  
Dispute Resolution – Policy 235

### *Student's Responsibilities*

Students have an obligation to conduct themselves with academic integrity in all aspects of their studies, including particular responsibilities related to learning, research, examination and practicum placements. They are expected to be honest, trustworthy and forthright in all of their academic endeavours. Academic integrity is a standard expectation and highly regarded value in all aspects of academic learning and inquiry.

Students are responsible for developing an appreciation and understanding of academic integrity and for understanding the expectations of their instructors and courses regarding academic integrity.

### *Instructor and Faculty Responsibilities*

Faculty are responsible to ensure that course outlines emphasize the importance of academic integrity and the consequences of academic misconduct.

If an instructor or faculty member believes that act of academic wrong-doing has occurred, the instructor or faculty member will first contact and advise the student that an issue of academic wrong-doing is suspected and arrange a meeting to discuss the matter.

The instructor or faculty member should seek advice from the Chief Academic Officer or the Chairperson of Academic Student Appeals in determining appropriate resolution of the matter.

### *Academic Calendar*

The Academic Calendar will include a detailed statement and explanation of Academic Integrity and a description of the penalties for academic misconduct.



PACIFIC COAST UNIVERSITY  
FOR WORKPLACE HEALTH SCIENCES

*Appeals Regarding Decisions Related to Academic Misconduct*

If a student, instructor or faculty member wishes to appeal a decision regarding academic misconduct, they should follow the procedures set out in Policy 005, Academic Appeals and Complaints.

*Approvals and Responsibility*

Approved by: Board of Governors, August 30, 2019  
Approved by: Academic Council, September 6, 2019  
Responsibility: Chief Academic Officer

---

End of Document