



LAFAYETTE COLLEGE

Office of the Dean of the College

August 2009

Dear Member of the Class of 2013,

As you are about to join Lafayette College, I am writing to you about the core ideals of what it means to be a member of our academic community. Our collective commitment to **intellectual integrity and honesty** binds us together at Lafayette College, and I am pleased to welcome you into that common identity and culture.

What do intellectual integrity and honesty mean? We expect you to strive to learn. In so doing, we expect you, both as an individual and as a member of any group, to be honorable and ethical in all academic matters and respectful of your professors and peers. And, especially, we expect that all aspects of your academic work are, in fact, your own. Academic integrity and honesty form the foundation of a learning community and of your own intellectual life. At Lafayette College, there are no extenuating circumstances that excuse academic dishonesty, and we do not tolerate attempts to justify it with appeals to ignorance or time pressures or any other sort of reasons for failure to live up to our shared principles.

At the end of this letter you will find the excerpt pertaining to intellectual honesty from the Lafayette College Student Handbook 2008-2009. Read it and familiarize yourself with it. Also be aware that your instructors may include statements regarding academic dishonesty in their course syllabus or specific assignments. These statements often include additional, specific disciplinary standards that supplement the college principles. Always read these carefully; you will be held to them. Speak with your instructors if you have any questions. You also are welcome to contact anyone in the Office of the Dean of the College with questions regarding how to adhere to the standard of intellectual honesty. In the unfortunate cases of suspected academic dishonesty, faculty are required to submit the case to the Dean of the College for adjudication. You can find information regarding the adjudication process in The Student Handbook.

At Lafayette College, we take pride in our shared commitment to the highest ideals of intellectual life. I am confident that as you join the ranks of so many before you, you too will hold the principles of intellectual integrity and honesty as your own. Welcome to the vibrancy of intellectual life at Lafayette College.

Sincerely,

Hannah W. Stewart-Gambino
Dean of the College

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Principles of Intellectual Honesty

To maintain the intellectual and scholarly standards of the College and, equally important, the personal ethical standards of our students, it is essential that written assignments be a student's own work, just as is expected in examinations and class participation. The following generally recognized principles are designed to guide students in writing essays, papers, and reports, and to forestall acts of plagiarism, misrepresentation, and collusion, and the consequent disciplinary action:

Use of other persons' writings: The appropriation of the ideas or phrases of others, without proper acknowledgment, is plagiarism. This is an act of academic dishonesty.

Use of reference material: A student must often read extensively before being in a position to do any writing. A student may find passages in books, articles, and computerized sources such as websites that will be helpful in illustrating ideas. There is no objection to quoting such passages, provided the material is put within quotation marks and the source is indicated by footnotes or other means of showing authorship.

If a paper or essay consists largely of quotations, normally it will not be regarded as an original piece of work.

Paraphrasing, the appropriation of ideas with changed wording, is a form of plagiarism unless the source paraphrased is cited.

Use of other students' work: Submission of another student's work as one's own, with or without revision, is dishonest and subjects one to severe disciplinary action. The use of another person's notes or rough draft of a similar subject is considered equally dishonest.

Working together: Occasionally two or more students will consider it desirable and proper or will be assigned to engage in a joint investigation with individual or collaborative essays or reports as the finished products. Such a procedure is acceptable only when the instructor has consented to and approved the details of the collaboration. Collaboration beyond the limits established by the instructor is academic dishonesty.

Re-use of paper: Submission of the same work in more than one course is a violation of the intellectual standards of the College and is considered to be academic dishonesty.

A student who commits academic dishonesty is subject to a range of penalties, including suspension or expulsion.

Finally, the underlying principle is one of intellectual honesty. If a person is to have self-respect and the respect of others, all work must be her/his own.

Excerpted from the Lafayette College Student Handbook