to exercise their freedoms with a sense of responsibility and sensitivity to the educational interest of others. Faculty and students conduct themselves in a civil, cooperative, orderly, and purposeful manner in all educational settings. Faculty members have authority to set reasonable standards of conduct for classrooms, laboratories, the Library, internships, field placements, and campus wide activities. Please review the following general guidelines and act accordingly.

A Member of the USC Upstate Community of Scholars:
Displays personal and academic integrity.
You are honest, truthful, and trustworthy. You do not lie, cheat, or steal. You do not present others' work as your own or collaborate with others without acknowledgment or permission from the faculty member.

Accepts responsibility for actions:
You do not blame others for academic consequences resulting from your own decisions and behavior. You follow established policies and procedures in the USC Upstate Catalog, the USC Upstate Student Handbook, and course syllabi.

Respects the rights and dignity of all persons:
You are courteous and respect the rights and property of others. You do not harass, demean, ridicule, abuse, threaten, or discriminate against others.

Maintains a learning-focused attitude:
You are engaged in the classroom and other learning environments, both on and off campus. You are on time, prepared, and alert. You participate until the faculty member in charge dismisses the class.

Refrains from conduct that adversely affects others:
Your conduct is appropriate for learning. You do not enter class late or leave early without permission of the faculty member. You follow the instructions of the faculty member regarding talking or using electronic devices in class. You do not use threatening, demeaning, or inflammatory language.

Follows specific requirements of faculty members:
You meet the behavioral and academic expectations of your instructors, recognizing that these standards will often vary.

Defining Disruptive Behavior:
The phrase "classroom disruption" means the behavior a reasonable person views as substantially or repeatedly interfering with the conduct of a class. Since faculty members are ultimately responsible for management of the classroom environment, they possess clear authority to establish reasonable classroom behavioral standards. Exactly which behaviors are "disruptive" may depend upon the size, nature, and format of the class, as well as upon the particular sensitivities of faculty members and/or students.

Procedures For Resolving Disruptive Classroom Conduct:
If a student's behavior is disruptive to the faculty member, to another student, or to the class as a whole, the faculty member may direct the student to leave the classroom for the remainder of that class period. The faculty member is the sole judge of when a student's behavior warrants such a dismissal. If the disruptive behavior continues when the student returns to class, the faculty member reports the behavior to the dean of students, who holds a hearing. If the hearing does not result in a resolution, the Honor Council is convened to decide whether the student remains enrolled in the class. Complete description of the Honor Council is found in section V of this code.

II. The Code of Academic Integrity
Under the Code of Academic Integrity, students are on their honor not to cheat, lie or steal, and if they witness another student doing so, it is their responsibility to report the individual and the circumstances to the instructor or the dean of students.

A. Bribery:
The offering, giving, receiving or soliciting of anything of value to obtain a grade or consideration a student would not expect to achieve from his or her own academic performance.

B. Cheating:
Examples include:
- Any conduct during a program, course, quiz or examination that involves the unauthorized use of written or oral information, or information obtained by any other means of communication.
- The buying, selling, sharing of questions or theft of any examination or quiz prior to its administration.
- The unauthorized use of any electronic or mechanical device during any program, course, quiz or examination or in connection with laboratory reports or other materials related to academic performance.
- The unauthorized use of notes, laboratory reports, term reports, theses and written materials in whole or part.
• The unauthorized collaboration on any test, assignment or project.

C. Lying
Lying is the deliberate misrepresentation by words, actions or deeds of any situation or fact, in part or whole, for the purpose of avoiding or postponing the completion of any assignment, duties, test or examination in a course, internship or program.

D. Plagiarism
Plagiarism, or literary theft, in any writing assignment: using others' words or ideas without consistent, correctly formatted acknowledgement. This includes sources the student knows personally (friends, other students, relatives, etc.) as well as all text, Internet, and other sources. Students are required to properly acknowledge sources as follows: students may not present as their own ideas, opinions, images, figures, languages or concepts of another, including those of other students. Students must acknowledge all sources such as magazines, journals, Internet sites, records, tapes, films and interviews. Papers and other materials bought from "term paper writing services," if submitted as the work of anyone except the writer of the paper, constitute a violation of the principles of this document. Further, violation of any of the following standards may be cause for disciplinary action. The common specific uses of source material are:

Direct Quotation: Word-for-word copying of a source. Direct quotation must be accurate, must not misrepresent the source in any way and must be properly acknowledged.

Paraphrase: A recasting into one's own words material from a source, generally condensing the source. A direct quotation with only a word or two changed, added or omitted should not be passed off as a paraphrase. A paraphrase restates the source but does not misrepresent it and must be properly acknowledged.

Use of ideas: The use of an idea from a source must be properly acknowledged, even when one's application of that idea varies from the source.

Use of figures, tables, charts, statistics, images, photographs and other similar sources: These items must be fully acknowledged, and any changes must be clearly indicated. If a student has received any kind of help (except that permitted by an instructor) in the preparation of a project, that help must be fully acknowledged.

Sanctions of Academic Integrity violations include, but are not limited to:
• expulsion;
• indefinite suspension;
• definite suspension;
• reprimand;
• "X" assigned for the final grade;
• "F" assigned for the course;
• "0" assigned for the assignment, test or paper;
• additional assignments from the professor;
• completion of plagiarism workshop and community service.

The sanctions provided for in this section are intended to be disciplinary, and nothing in these procedures, including the imposition of any sanction, shall be interpreted to limit the academic authority of an instructor to determine an appropriate grade for a student who has violated the Rule. If an instructor determines that, because of academic dishonesty, a student's performance in an academic program merits a grade reduction or a failing grade, the instructor's authority to award such an appropriate grade is not limited by the imposition of any sanction under this Section.

Infractions of the Code of Academic Integrity may result in removal from academic programs by the authority of the specific academic dean. Students removed by the academic dean for academic integrity violations have the same rights outlined in the USC Upstate Code of Student Behavior regarding notice and an opportunity to be heard before the honor council.

III. The USC Upstate Code of Student Behavior
It shall be the responsibility of all students and student organizations to abide by the Code of Student Behavior. All nonacademic conduct that infringes on the rights or welfare of others is thus embodied in the Code of Student Behavior.

Violations of this Code are handled in the same manner as violations of the Academic Code. This does not preclude from criminal and civil charges being filed as well. Sanctions listed are guidelines; other sanctions may be applied as deemed appropriate by the Hearing Officer. Violations include but are not limited to: