

## Cheating and Plagiarism Policy

Toronto School of Management (TSoM) must maintain high standard of academic honesty. At TSoM, 'Academic Honesty' means that we expect all students to conduct themselves in an honest and trustworthy manner in all aspects of their academic career. Engaging in any form of academic dishonest to obtain any type of academic advantage or credit is an academic offence under this policy and will not be tolerated by TsoM.

### Key Definition

Cheating is a form of academic dishonesty that involves using deception or dishonest method to complete any form of evaluation.

Plagiarism is a form of cheating that involves using someone else's work as your own. Plagiarism can be in for of ideas, words, images, phrases, signatures, or digital content and claiming it is one's own, instead of using proper referencing procedures.

To support academic honesty at TSoM, all work submitted by students may be reviewed for authenticity. In submitting their own work to TSoM, students consent to their submission undergoing such a review and being retained in database for comparison with other work submitted by fellow students.

### Penalties

#### First Warning

Student will receive a written and a grade of "0" for the work in which dishonesty has taken place. In addition, the following will be noted on the student's file by the Student Services Department: Academic Offence – First Warning

#### Second Warning

The penalty for the second violation of academic honesty is a 'Fail' for the module where the offence took place and it will be noted on a student's file by the Student Services Department: Academic Offence – Second Warning. In addition, students might be suspended for a time of period determined by the Student Services Department. If a student wishes to continue their studies, he/she will be placed on Academic Honesty Probation.

**You must see the Student Services Manager for re-instatement.**

### **Further Violations**

Any additional violation of academic honesty will result in TSoM initiated mandatory withdrawal for academic purposes for a period determined by the Academic manager. Students will be suspended from TSoM until the identify term ends.

**You must see the Academic Manager for this**