

Plagiarism Policies at The University of Iowa

“If you are unclear about the proper use and citation of sources, or the details and guidelines for any assignment, you should discuss the assignment and your questions with the instructor. All forms of plagiarism and any other activities that result in a student presenting work that is not really his or her own are considered academic fraud. Academic fraud includes these and other misrepresentations:

- presentation of ideas from sources that you do not credit;
- use of direct quotations without quotation marks and without credit to the source;
- paraphrasing information and ideas from sources without credit to the source;
- failure to provide adequate citations for material obtained through electronic research;
- downloading and submitting work from electronic databases without citation;
- participation in a group project which presents plagiarized materials;
- taking credit as part of a group without participating as required in the work of the group;
- submitting material created/written by someone else as one’s own, including purchased term/research papers.

“When an instructor suspects a student of academic fraud or cheating these procedures will be followed:

- The instructor (or supervisor, if the instructor is a teaching assistant) will inform the student – in writing – as soon as possible after the incident has been observed or discovered.
- If the instructor comes to the conclusion that academic fraud or cheating has occurred, she or he (in consultation with the supervisor, if the instructor is a teaching assistant) will determine what action to take. The instructor may decide to reduce the student’s grade on the assignment, or in the course, or even to assign an F for the course.
- The instructor will send a written report of the case to the associate dean for academic programs and send copies of the report to the DEO and to the student(s) involved.
- The associate dean for academic programs will impose the following or other penalties: disciplinary warning until graduation (usually for a first offense), suspension from the college for a calendar year or longer (usually for a second offense), or recommendation of expulsion from the University by the president (usually for a third offense).

Source: Excerpted from *University of Iowa Academic Policies and Other Useful Information for Students 2004-05*, p. 36.