

TED University

Academic Integrity Statement for Students

I. Aim

TED University carries the mission of fostering individuals that are creative, critical-minded, responsible, life-long learners; respectful of ethical values and other people's rights, who adopt honesty and solidarity as a principle, and aiming at contributing to the world of science at universal level and pursuing excellence in research.

To this end, this statement aims to clarify the actions considered as academic dishonesty within the framework of TED University Code of Ethics; to secure the proper use of resources, information and ideas; to establish the concept of academic ethics, and to delineate the procedures to be followed in case of violations against the principles of academic integrity.

II. Principles of Academic Integrity¹

TED University students adhere to the following principles:

1. Students do not commit actions deemed as **academic dishonesty** in assignments, examinations and in other academic work.

Academic dishonesty includes, but is not limited to the following:

- a. Cheating: Intentionally using or attempting to use unauthorized assistance, material, or study aids, including computer applications.
- b. Fabrication: Contriving or intentionally altering information,
 - i. Giving reference to nonexistent resources
 - ii. Generating a fake dataset,
 - iii. Submitting a fake excuse or a forged health certificate in order to receive additional time for an assignment or to be granted a make-up exam.
- c. Misrepresenting or tampering with a student's transcripts, reference letter or any academic record (falsification).
- d. Having someone else sit his/her exam or sitting someone else's exam
- e. Obtaining confidential information about an exam, or other assessment instrument.
- f. Assisting those who are committing or attempting to commit dishonesty or falsification.

2. Students do not commit **plagiarism** in assignments, examinations and in other academic work.

Plagiarism² is defined as:

An author's presentation of someone else's ideas, phrasings, findings, codes, research results or products (any work with academic value in short) as their own,

¹ This statement was prepared with reference to the academic integrity documentation by METU, Koç University and University of Pennsylvania.

² This definition was derived from that of suggested by Turkish Academy of Sciences

without clearly acknowledging the source, either on purpose or through carelessness by duplicating, altering or translating it.

Plagiarism includes, but is not limited to, the following:

- Quoting word for word without attributing to the source
- Copying sections from the Internet or another source (e.g. copy-paste)
- Quoting only by paraphrasing or changing the verbal structure of the source
- Missing or misleading reference
- Creating an academic work largely consisted of quotations although acknowledged properly.

3. Students do not **cheat** in examinations and assignments.

Cheating includes, but is not limited to the following:

- a. Peeking at another student's paper during an exam,
- b. Peeking at another student's paper during an exam and copying the answers onto one's own paper,
- c. Talking to other students during the exam,
- d. Any kind of sharing of information and sources during an exam (exchanging notes, etc.),
- e. Taking exam questions and/or answers out of the exam hall without permission by writing them down or photographing them,
- f. Transmitting exam questions to someone else or obtaining answers through cellular phones or any other electronic gadget during the exam,
- g. Writing notes concerning the content of the exam on desks and accessories used during the exam, or on one's body or elsewhere,
- h. Having someone else do the academic work; doing work to be done individually with other students,
- i. Submitting to the course instructor reports/documents such as homework or projects prepared by others as if one's own work.

4. Students do not attempt to gain **unfair advantage** over fellow students for themselves or for others:

Gaining unfair advantage includes, but is not limited to the following:

- a. Continuing to write even when time is up during an exam despite the warning of the proctor,
- b. Obstructing or interfering with another student's efforts in a study, exam or assignment,
- c. Destroying or damaging library or lab materials, computers, etc. in order to prevent or restrict their fellow students from using them,
- d. Damaging or stealing another student's assignment, book, exam paper, notes, experiment or project, etc.
- e. Submitting an assignment or project prepared for a course, wholly or partially to another course without obtaining explicit consent of the course instructor,
- f. Overlooking a mistake by the instructor that gives unfair advantage to him/herself,
- g. Doctoring on a graded assignment or an exam paper,
- h. Conniving at attempts to gain unfair advantage by others.