

## Academic Standards Policy for All Students in the Department of Pharmaceutics and Pharmaceutical Chemistry

All students matriculated at the University of Utah have specific rights and important professional responsibilities and expectations. The purpose of this document and the associated department academic integrity pledge is to inform students of these rights and responsibilities, as well as due process for accusations of violations of policy and procedure. Please refer to [Policy 6-400: Code of Student Rights and Responsibilities](#) (last accessed August 16, 2012), here forth referred to as "Student Code".

Academic standards for all students in Pharmaceutics and Pharmaceutical Chemistry:

1. GPA of 3.0 or higher must be maintained.
2. Students must earn a grade of B- or higher in all core and elective courses. Core courses with lower grades than B- must be repeated.
3. Laboratory rotations, when applicable, must be satisfactorily completed.
4. Academic dishonesty is not allowed. Dishonesty or misconduct is defined by the National Academy of Sciences, the University of Utah Student Code, or this policy statement. Cheating, plagiarism, and other forms of academic dishonesty are defined below. Academic integrity in all work associated with your degree program (i.e., didactic coursework, research, representation of the university as a professional scientist) is expected.

Action will be taken in cases of failure to meet academic standards that may include grade reduction, failing grade, probation, or dismissal from the University. Note that several students have been expelled from the University of Utah in recent years for academic honesty violations. In other words, this situation is not to be taken lightly. There are expectations and due process associated with academic integrity and professional conduct as a graduate student.

### DEFINITIONS

#### National Academy of Sciences Definition of Misconduct in Science:

*Misconduct in science is defined as fabrication, falsification, or plagiarism, in proposing, performing, or reporting research. Misconduct in science does not include errors in the recording, selection, or analysis of data; differences in opinions involving the interpretation of data; or misconduct unrelated to the research process.*

#### Definitions as used in the Student Code (see Section 1.B):

A. "Academic action" means the recording of a final grade (including credit/no credit and pass/fail) in a course, on a comprehensive or qualifying examination, on a culminating project, or on a dissertation or thesis. It also includes a decision by the appropriate department or college committee to place a student on academic probation, or to suspend or dismiss a student from an academic program because the student failed to meet the relevant academic standards of the discipline or program. Academic action does not include academic sanctions imposed for academic dishonesty or for specific violations of professional and ethical standards of the profession or program for which the student is preparing.

B. "Academic dishonesty" includes, but is not limited to, cheating, misrepresenting one's work, inappropriately collaborating, plagiarism, and fabrication or falsification of information, as defined further below. It also includes facilitating academic dishonesty by intentionally helping or attempting to help another to commit an act of academic dishonesty.

1. "**Cheating**" involves the unauthorized possession or use of information, materials, notes, study aids, or other devices in any academic exercise, or the unauthorized communication with another person during such an exercise. Common examples of cheating include, but are not limited to, copying from another student's examination; submitting work for an in-class exam that has been prepared in advance; violating rules governing the administration of exams; having another person take an exam; altering one's work after the work has been returned and before resubmitting it; violating any rules relating to academic conduct of a course or program.

2. **Misrepresenting one's work** includes, but is not limited to, representing material prepared by another as one's own work; submitting the same work in more than one course without prior permission of both faculty members.

3. "**Plagiarism**" means the unacknowledged use or incorporation of any other person's work in, or as a basis for, one's own work offered for academic consideration or credit, or for public presentation. Plagiarism includes, but is not limited to, representing as one's own, without attribution, any other person's words, phrasing, ideas, sequence of ideas, information or any other mode or content of expression. It does not include honest error.

4. "**Fabrication or falsification**" includes reporting experiments or measurements or statistical analyses never performed; manipulating or altering data or other manifestations of research to achieve a desired result; falsifying or misrepresenting background information, credentials or other academically relevant information; and selective reporting, including the deliberate suppression of conflicting or unwanted data. It does not include honest error or honest differences in interpretations or judgments of data and/or results.

C. "Academic misconduct" includes academic dishonesty, violations of the professional or ethical standards for the profession or discipline for which the student is preparing or other specific misconduct that demonstrates unfitness for such profession or discipline.

D. "Academic sanction" means a sanction imposed on a student for engaging in academic misconduct. It may include, but is not limited to, requiring a student to retake an exam(s) or rewrite a paper(s), a grade reduction, a failing grade, suspension or dismissal from the program or the University. It may also include notification of the appropriate professional or licensing body of the profession or discipline for which the student is preparing.

### **More on Plagiarism:**

Copying verbatim from some source without demarking the text is considered to be plagiarism. If copying word-for-word from a source (textbook, literature, web, thesis, etc.), short phrases should be put in quotes, followed by the source. Longer phrases (couple of sentences) should be indented, followed by the source. Copying verbatim of large sections of text from other sources is discouraged. Use of material that constitutes "common knowledge" may not require citation but this must be carefully considered. It is safer to attribute definitions and technical descriptions to previously published work as formal citations. Wikipedia and many other web-based resources are not peer-reviewed, validated sources of technical or scientific information and should not be cited

as primary sources. All URL sourcing should include the full URL address and date accessed. When in doubt about plagiarism, please ask the advice of the instructor in charge of the class.

Plagiarism also can occur in seminars. Sometimes a student will present data or a diagram in a seminar that is not his/her own work, and not reference where the data comes from. This is also a form of plagiarism.

## **CONSEQUENCES OF ACADEMIC MISCONDUCT**

The University Student Code allows some flexibility on consequences. In particular it states that sanctions *"including but not limited to a grade reduction, failing grade, probation, suspension or dismissal from the program or the University, or revocation of the student's degree or certificate "*

Regarding sanctions that can be imposed by an individual faculty member who observed misconduct in his/her course(s), the University Student Code states that *"Such sanctions may include requiring the student to rewrite a paper(s) or retake an exam(s), a grade reduction, a failing grade for the exercise, or a failing grade for the course<sup>(8)</sup>. In no event shall the academic sanction imposed by the faculty member be more severe than a failing grade for the course."* More serious sanctions (e.g., "suspension or dismissal from the program or the University") require more levels of due process: *" If the faculty member, chair or vice president believes that the student's academic misconduct warrants an academic sanction of probation, suspension or dismissal from a program, suspension or dismissal from the University, or revocation of a student's degree or certificate, he/she may, within thirty (30) business days of receiving notice of the misconduct, prepare a complaint with recommendations, refer the matter to the chair or dean's designee of the student's home department or college,<sup>(12)</sup> and notify the student of the complaint and recommendation. The chair and/or dean's designee of the home department/college may undertake an investigation of the allegations and recommendations set forth in the complaint. Within ten (10) business days of receipt of the complaint, the chair and/or dean's designee shall forward the complaint and recommendation to the Academic Appeals Committee of the home college for proceedings in accordance with Section C, below, and so notify the student in writing.."*

Section V of the **Student Code** covering student academic conduct is included below in its entirety for your perusal. This document serves to inform all graduate students in the Department of Pharmaceutics and Pharmaceutical Chemistry of their rights and responsibilities in their academic conduct.

### **A. Standards of Academic Conduct**

*In order to ensure that the highest standards of academic conduct are promoted and supported at the University, students must adhere to generally accepted standards of academic honesty, including but not limited to refraining from cheating, plagiarizing, research misconduct<sup>(7)</sup> misrepresenting one's work, and/or inappropriately collaborating.*

### **B. Academic Misconduct**

*A student who engages in academic misconduct as defined in Part I.B. may be subject to academic sanctions including but not limited to a grade reduction, failing grade, probation, suspension or dismissal from the program or the University, or revocation of the student's degree or certificate. Sanctions may also include community service, a written reprimand, and/or a written statement of misconduct that can be put into an appropriate record maintained for purposes of the profession or discipline for which the student is preparing.*

1. *Any person who observes or discovers academic misconduct by a student should file a written complaint with the faculty member responsible for the pertinent academic activity within thirty (30) business days of the date of discovery of the alleged violation.*
2. *A faculty member who discovers or receives a complaint of misconduct relating to an academic activity for which the faculty member is responsible shall take action under this code and impose an appropriate sanction for the misconduct.*
3. *Upon receipt of a complaint or discovery of academic misconduct, the faculty member shall make reasonable efforts to discuss the alleged academic misconduct with the accused student no later than twenty (20) business days after receipt of the complaint, and give the student an opportunity to respond. Within ten (10) business days thereafter, the faculty member shall give the student written notice of the academic sanction, if any, to be taken and the student's right to appeal the academic sanction to the Academic Appeals Committee for the college offering the course. Such sanctions may include requiring the student to rewrite a paper(s) or retake an exam(s), a grade reduction, a failing grade for the exercise, or a failing grade for the course<sup>8</sup>. In no event shall the academic sanction imposed by the faculty member be more severe than a failing grade for the course.*
4. *If the faculty member imposes the sanction of a failing grade for the course, the faculty member shall, within ten (10) business days of imposing the sanction, notify in writing, the chair<sup>9</sup> of the student's home department<sup>10</sup> and the senior vice president for academic affairs or senior vice president for health sciences, as appropriate, of the academic misconduct and the circumstances which the faculty member believes support the imposition of a failing grade. If the sanction imposed by the faculty member is less than a failing grade for the course, the faculty member should report the misconduct to the dean or chair of the student's home department or college.<sup>11</sup> Each college shall develop a policy specifying the dean and/or the chair as the appropriate person to receive notice of sanctions less than a failing grade for the course.*
5. *A student who believes that the academic sanction given by the faculty member is arbitrary or capricious should discuss the academic sanction with the faculty member and attempt to resolve the disagreement. If the student and faculty member are unable to resolve the disagreement, the student may appeal the academic sanction to the Academic Appeals Committee for the college offering the course within fifteen (15) business days of receiving written notice of the academic sanction.*
6. *If the faculty member, chair or vice president believes that the student's academic misconduct warrants an academic sanction of probation, suspension or dismissal from a program, suspension or dismissal from the University, or revocation of a student's degree or certificate, he/she may, within thirty (30) business days of receiving notice of the misconduct, prepare a complaint with recommendations, refer the matter to the chair or dean's designee of the student's home department or college,<sup>12</sup> and notify the student of the complaint and recommendation. The chair and/or dean's designee of the home department/college may undertake an investigation of the allegations and recommendations set forth in the complaint. Within ten (10) business days of receipt of the complaint, the chair and/or dean's designee shall forward the complaint and recommendation to the Academic Appeals Committee of the home college for proceedings in accordance with Section C, below, and so notify the student in writing. The chair and/or dean may accompany the complaint with his/her own recommendation supporting or opposing the sanction sought in the complaint. The person initiating the original complaint continues as the complainant in the case unless that person and the chair/dean's designee both*

*agree that the latter shall become the complainant. If the student has appealed the academic sanction imposed by the faculty member, the time periods set forth in this paragraph may be extended until ten (10) business days after the resolution of the student's appeal.*

- 7. If a department chair, the dean, the senior vice president for academic affairs and/or the senior vice president for health sciences, become aware of multiple acts of academic misconduct by a student, they or their designees may, within thirty (30) business days after receiving notice of the last act of misconduct,<sup>(13)</sup> prepare a complaint with recommendations for probation, suspension or dismissal from a program, suspension or dismissal from the University, or revocation of a degree or certificate, and refer the matter to the Academic Appeals Committee of the student's home college<sup>(14)</sup> for proceedings in accordance with Section C, below, and so notify the student in writing.*

*C. Proceedings Before the Academic Appeals Committee*

- 1. Written Complaint and Recommendations or Appeal. The written complaint and recommendations or the written appeal shall be delivered to the chair of the Committee, with a copy to the other party.*
- 2. Response to Complaint and Recommendations or Appeal. The person responding to the complaint and recommendations or the appeal may deliver his/her response to the chair of the Academic Appeals Committee, with a copy to the other party, no later than five (5) business days after receipt of the complaint and recommendations.*
- 3. Makeup of the Committee. The dean of each college shall ensure that an Academic Appeals Committee is constituted according to college procedures, subject to the following parameters. Two faculty members shall come from the college. The Personnel and Elections Committee of the Academic Senate shall appoint one faculty member from outside the college. The faculty members shall be appointed to the Committee for staggered three-year terms. The dean shall appoint two undergraduate student members and two graduate student members who are either from the relevant Student Advisory Committee or listed as a major within the college. Undergraduate student and graduate student members will be appointed for staggered two-year terms.<sup>(15)</sup> No more than one faculty member and two Committee members in total may come from the same department in a multi-department college. The members of the Committee who shall hear the case are the three faculty members and the two students from the peer group of the student accused of academic misconduct (i.e., undergraduates or graduates). The dean shall designate one of the faculty members to serve as chair of the Committee. The Committee shall establish internal procedures consistent with the Student Code.*
- 4. Conflicts of Interest. Upon written request of one of the parties or Committee members, the dean may excuse any member of the Committee if the dean determines that the member has a conflict of interest. The dean shall select an appropriate replacement for the excused member (i.e., student or faculty member).*
- 5. Scheduling Hearings Before the Committees. When a complaint and recommendations or an appeal, together with a response, are filed in a timely manner, the Committee chair shall schedule a hearing date if:
  - a. The documents raise material issues of disputed fact;*
  - b. The Committee chair determines that a hearing is necessary or otherwise desirable to aid in the resolution of the issues; or*
  - c. The possible sanctions against the student may include dismissal from the University, dismissal from a program, suspension from either for longer than ten (10) business days, or revocation of the student's degree or certificate.**

- If the Committee chair determines that no circumstances exist that require a hearing, as provided above, the chair shall notify the student and the faculty member (the parties) in writing of this determination and convene a closed meeting of the Committee to consider the documentation submitted by the parties. The Committee chair shall prepare a written report of the Committee's findings and recommendations and present it to the dean of the college, or designee, within ten (10) business days after the Committee meeting.*
6. *Notice of Hearings Before Committees. If the Committee chair determines that a hearing is required, the chair shall schedule a hearing date and notify the parties in writing of the date of the hearing, the names of the Committee members, and the procedures outlined below at least fifteen (15) business days prior to the hearing.*
  7. *Hearing Procedures. Hearings shall be conducted according to the following procedures:*
    - a. *Hearings shall be conducted within a reasonable time after the Committee's receipt of the written complaint and recommendations or the written appeal, and the response.*
    - b. *At least five (5) business days prior to the date of the hearing, the parties shall make available to each other and to the Committee a list of their witnesses and a list of the documents to be offered at the hearing. In exceptional circumstances, the Committee may allow a party to call witnesses not listed or submit additional documents at the hearing.*
    - c. *The parties have a right to be accompanied by any person as advisor, including legal counsel, who will be permitted to attend, but not directly participate in, the proceedings.*
    - d. *Hearings shall be closed to the public.*
    - e. *All hearings, except Committee deliberations and voting, shall be recorded and a copy made available to any party upon request. Committee deliberations and voting shall take place in closed sessions.*
    - f. *The Committee must have a quorum present to hold a hearing. A quorum consists of three (3) members, including at least one (1) student and the faculty member from outside the college. If there is more than one hearing in a matter, or if the hearing continues over more than one session, the same three members must be present for all sessions. All findings and recommendations of the Committee shall require a majority vote of the Committee members present at the hearing.*
    - g. *At the hearing, the parties shall have the right to present questions to witnesses through the Committee chair, to present evidence and to call witnesses in their own behalf, in accordance with the Committee's established internal procedures.*
    - h. *The Committee shall not be bound by strict rules of legal evidence or procedure and may consider any evidence it deems relevant.*
    - i. *University legal counsel shall serve as a resource to the Committee and may be present at the hearing to provide guidance on substantive law and procedural matters.*
    - j. *In the hearing, the Committee must determine, by a preponderance of the evidence, whether the student engaged in the alleged academic misconduct. If the Committee answers this question in the affirmative, the Committee may then recommend any academic sanction it deems appropriate under the entire circumstances of the case, including but not limited to suspension or dismissal from the program or the University, or revocation of a student's degree or certificate.*

- k. *The Committee shall make its findings and recommendations based only on evidence and testimony presented by the parties at the hearing. Committee members shall not conduct their own investigations, rely on prior knowledge of the facts or develop their own evidence.*
- l. *If either party presenting to the Academic Appeals Committee fails to attend the hearing without good cause, the Committee may proceed with the hearing and take testimony and evidence and report its findings and recommendations to the dean of the college, or designee, on the basis of such testimony and evidence.*
- m. *The Committee chair shall prepare a written report of the Committee's findings and recommendations and present it to the dean of the college, or designee, within ten (10) business days after the conclusion of the hearing. A report that recommends sanctions no more serious than a failing grade, shall be presented to the dean of the college offering the course. Reports recommending sanctions greater than a failing grade (e.g. suspension or dismissal) shall be presented to the dean of the student's home college.<sup>(16)</sup>*

**D. Review and Decision by the Dean or Designee**

- 1. *The dean of the college, or designee, shall consider the documentation submitted to the Committee and the findings and recommendations of the Committee in making a decision. Based upon such review, and without conducting further hearings, the dean of the college, or designee, shall, within ten (10) business days, take one of the following actions:*
  - a. *For any recommendation other than dismissal or suspension from the University or revocation of a degree or certificate, accept the Committee's findings and recommendations and impose the recommended sanctions;*
  - b. *For a recommendation of dismissal or suspension from the University or revocation of a degree or certificate, concur with the Committee's findings and recommendations and refer the matter with a confirming recommendation to the cognizant vice president for a decision;*
  - c. *Return the report to the Committee chair<sup>(17)</sup>, requesting that the Committee reconvene to reconsider or clarify specific matters, materials, and issues, and forward to the dean of the college, or designee, a second report of its findings and recommendations relating to the specific matters referred by the dean of the college, or designee, for further consideration. (If a report to the dean recommends sanctions greater than a failing grade and has originated from a Committee outside of the dean's college, the dean may refer the matter to the chair of his/her own college Academic Appeals Committee for further review and recommendations.); or*
  - d. *Reject all or parts of the Committee's findings and recommendations, stating reasons and actions to be taken therefore. The dean may impose (or recommend to the cognizant vice president) a greater or lesser sanction than recommended by the Committee.*
- 2. *Written notification of the dean's, or designee's, decision shall be communicated to the parties, to the chair of the Academic Appeals Committee and to the cognizant senior vice president within ten (10) business days of receipt of the Committee's findings and recommendations.*
- 3. *The dean's, or designee's, decision is final unless appealed to the cognizant senior vice president within ten (10) business days.*

**E. Appeal to Cognizant Senior Vice President (or to the President when appropriate)<sup>(18)</sup>**

*Within ten (10) business days of receipt of the dean's, or designee's, decision, any party may appeal the decision by filing a written notice of appeal with the senior vice president for academic affairs or the senior vice president for health sciences, as*

appropriate, and delivering a copy to the other party. The other party may file a response to the appeal with the vice president within five (5) business days of receipt of the appeal. In the case of an appeal:

1. The vice president shall consider the appeal and response to the appeal, and may solicit whatever counsel and advice the vice president deems appropriate to arrive at a final decision. The vice president may also convene an ad hoc committee composed of students and faculty members from outside the college or department to determine if there were substantial defects that denied basic fairness and due process. After receiving the appeal, the vice president shall, within ten (10) business days, or within twenty (20) business days if an ad hoc committee is formed, take one of the following actions:
    - a. Accept the decision of the dean of the college or his/her designee;
    - b. Return the report to the dean of the college, or his/her designee, requesting that he/she clarify specific matters, materials and issues, and forward to the vice president a second report of his/her decision relating to the specific matters referred by the vice president for further explanation; or
    - c. Reject all or parts of the dean's, or designee's, decision, stating reasons and actions for imposing a greater or lesser sanction than determined by the dean.
  2. Written notification of the vice president's decision and the basis for that decision shall be communicated to the parties, to the chair of the Academic Appeals Committee and to the dean within ten (10) business days after receipt of the appeal, or within twenty (20) business days after receipt of the appeal if an ad hoc committee is formed.
  3. The decision of the vice president is final.
- F. *Suspension or Dismissal from a Program or from the University, or Revocation of a Degree or Certificate*

The sanctions of suspension and dismissal and revocation for academic misconduct may be imposed: (1) if recommended by the Academic Appeals Committee to the dean; (2) if deemed appropriate by the dean notwithstanding the recommendation from the committee; or (3) by the cognizant vice president notwithstanding the decision (or recommendation) of the dean. A student who has been suspended or dismissed from the University shall be denied all privileges accorded to a student.

1. *Suspension from a Program or from the University.*
  - a. Suspension shall be for a minimum time of one semester following the semester the student is found responsible for academic misconduct.
  - b. The dean of the relevant college shall notify the student in writing of the suspension, conditions for reinstatement, and of the obligation of the student to petition for reinstatement.
  - c. Petitions for reinstatement shall be submitted to the relevant dean and shall explain how the conditions for reinstatement have been met.
  - d. The relevant dean shall consider the petition and shall issue a decision regarding the student's reinstatement within fifteen (15) business days of receipt of the petition.
  - e. The relevant dean may grant conditional reinstatement contingent upon the student meeting written requirements specified in the original sanction (e.g., minimum grade point average requirement, ineligibility to participate in specified student activities or on specified student committees).
  - f. The notice of the dates for which the student is suspended will remain on his/her transcript until he/she has been reinstated to the program or to the University, or for five (5) years if he/she is not reinstated to the program or to the University. [See [Procedure 6-400-Sec. VII #1](#)]



2. *Dismissal from a Program or from the University.*
    - a. *Dismissals from a program or from the University are final. A student dismissed from a program or from the University for academic misconduct may not petition for reinstatement.*
    - b. *Permanent records of dismissal shall be kept in the office of the registrar.*
    - c. *The dismissed student's transcript will reflect his/her dismissal. [See [Procedure 6-400-Sec.VII #1](#)]*
    - d. *Dismissal should be reserved for only the most egregious of offenses.*
  3. *Revocation of a Degree or Certificate.*
    - a. *Decisions to revoke a degree or certificate are final.*
    - b. *Permanent records concerning the revocation of a degree or certificate shall be kept in the office of the registrar.*
    - c. *The revocation of a degree or certificate shall be noted on the student's transcript. [See [Procedure 6-400-Sec.VII #1](#)]*
    - d. *Revocation of a degree or certificate should be reserved for only the most egregious of offenses.*
- G. *Copies of Documents to Department Chair*  
*During the appeals process and at the time they are submitted, the following documents should be copied to the chair of the department considering the academic misconduct: the first written complaint and recommendations, the first written appeal, all subsequent appeals, all responsive documents, and all written recommendations or decisions made at each level of the appeal.*
- H. *Programs That Do Not Report to Academic Deans*  
*In cases where a program does not report directly to an academic dean, the program director will serve as department chair, and the cognizant associate vice president will serve as dean for purposes of these proceedings. Any ambiguity concerning procedures set forth in this policy for courses offered in a program (e.g. determination of the relevant Academic Appeals Committee) shall be resolved by the program director, in consultation with the cognizant associate vice president, and in a manner that preserves the spirit and intent of this policy.*
- I. *Implementation of Sanction for Academic Misconduct*  
*At the conclusion of the appeals process, the chair of the department or dean of the college considering the academic misconduct shall take appropriate action to implement the final decision. If the student is found responsible for academic misconduct, the chair or dean shall notify, in writing, the student's department or program of study of the violation, the proceedings, and the final decision.<sup>(19)</sup> If the sanction involves suspension or dismissal from a program or from the University or revocation of a degree or certificate, the chair or dean shall also convey the decision to the office of the registrar for notation on the transcript. [Procedure 6-400-Sec.VII #1](#)*
- J. *Reporting of Academic Misconduct*  
*No University employee shall provide information to a person or entity concerning a student's academic misconduct without fully complying with The Family Educational Rights and Privacy Act (20 U.S.C.A. § 1232g) and the Government Records Access and Management Act (U.C.A. §63-2-101). In most circumstances, such as requests from a licensing body or an employer, information may only be provided with the prior written consent of the student. In some circumstances, however, such as requests from other institutions where the student seeks or intends to enroll, information may be provided without the consent of the student but only after following appropriate procedures outlined in these statutes.*
- K. *Other University Proceedings*  
*If the filing of a complaint or an appeal relating to academic misconduct raises other issues concerning behavioral or professional misconduct, the cognizant senior vice*

*president, or designee, the dean of students, and the involved University administrator shall determine the appropriate procedure(s) for processing the complaint or the appeal.*

*L. Retention of Records of Proceedings*

*Records of proceedings under the Student Code shall be confidential to the extent permitted by law. Records of academic misconduct shall be kept in the office of the registrar, and a copy may be retained in other academic departments as appropriate.*

### **Academic Standards, Integrity and Professional Conduct Pledge for All Students in the Department of Pharmaceutics and Pharmaceutical Chemistry**

I acknowledge that I have received a copy of the Academic Standards Policy for Students in the Department of Pharmaceutics and Pharmaceutical Chemistry, and that it is my responsibility to read and understand this statement and to follow the rules described for academic conduct. I also acknowledge and agree that it is my responsibility to ask questions about anything I do not understand.

I pledge to follow the Honor Code below and to obey all rules for (1) taking exams and performing homework assignments as specified by the course instructor; (2) taking the Department's written comprehensive exam as specified by the Department's comprehensive exam coordinator; (3) undertaking the duties of a Teaching Assistant for any specified course; (4) taking the Department's preliminary exam (research proposal defense) as specified by the chair of my preliminary exam committee; and (5) writing and defending my M.S. thesis and/or Ph.D. dissertation. I understand that when asked to follow the Honor Code on exams, homework, other assignments, comprehensive exam, preliminary exam, and writing and defending my M.S. thesis and/or Ph.D. dissertation, I must follow the rules below:

1. In my classwork, I will work entirely alone on homework assignments and examinations, and will NOT plagiarize text from any other person's work. I will NOT share information about any aspect of the exam with other students, other faculty members, or other scientists. I will direct all questions concerning the exam or homework/assignment to the course instructor or teaching assistant. All work I submit for my grading shall be a product of my own creation, analysis, formulation and thinking, and all work otherwise assisted by others shall be so designated clearly in writing.
2. As a teaching assistant I will only divulge information necessary for the student's understanding of a specific question on the exam (as opposed to information that directly provides the answer). In order to maintain fairness, I will provide any such information to other students as well. If I am in doubt about such questions, I will consult the course instructor for clarification.
3. For my comprehensive exam, I will work entirely alone on the assigned questions and will NOT plagiarize text from any other person's work. I will NOT share information about my comprehensive exam questions with other students at ANYTIME while enrolled as a graduate student in the Department. I will direct all questions concerning the exam to the Department's comprehensive exam coordinator. All work I submit for my grading shall be a product of my own creation, analysis, formulation and thinking, and all work otherwise assisted by others shall be so designated clearly in writing.
4. For my preliminary exam, I will write the proposal entirely on my own and will NOT plagiarize text from any other person's work. I will direct all questions concerning the exam to the chair of my preliminary exam committee. All work I submit for my grading shall be a product of my own creation, analysis, formulation and thinking, and all work otherwise assisted by others shall be so designated clearly in writing.
5. I understand that all student work for coursework assignments and dissertation research must conform with University and department plagiarism policies.
6. I understand that plagiarism is grounds for dismissal from the department, program, and university.

7. In addition, I realize that professional conduct and integrity also extend to all of my research work, my representation of scientific data and results, my interpretation of results, and my professional descriptions of data and results as they are published in the peer-review literature. This process has been described in National Academy of Science definitions and descriptors that I have read and understood.
8. In writing and defending my M.S. thesis and/or Ph.D. dissertation I will NOT fabricate or falsify my data, misrepresent my work, or plagiarize text from any other person's work.
9. I understand that it is my responsibility to obtain clarification from the Department's director of graduate studies or other cognizant faculty member if there are questions concerning the requirements of the Honor Code, and my rights and responsibilities as a student enrolled at the University of Utah.

Student signature: \_\_\_\_\_

Student name (print): \_\_\_\_\_

Date: \_\_\_\_\_