Honor Pledge Form

BASIC INFORMATION

Student Name: ___________________________  BUID Number: ___________________________
Form Issue Date: ________________________  Course or Co-Curricular Requirement:
Course Professor or Administrator: ___________________________  Title: ___________________________

UNIVERSITY NOTICE

ALLEGED VIOLATION (MARK ALL THAT APPLY):
☐ Cheating  ☐ Fabrication  ☐ Plagiarism  ☐ Multiple Submissions
☐ Obtaining Unfair Advantage  ☐ Unauthorized Access  ☐ Aiding and Abetting
☐ Any other form of fraud or dishonesty in Coursework or Co-Curricular Requirements

BRIEF ACCOUNT OF WHAT LED TO VIOLATIONS(S) BEING ALLEGED:

____________________________________________________________________________________________________________________________
________________________________________________________________________________________________________________________
____________________________________________________________________________________________________________________________

ADDITIONAL DOCUMENTATION MAY BE ATTACHED/INCLUDED AS PART OF THE UNIVERSITY'S RECORD OF THE INCIDENT

STUDENT INSTRUCTIONS

If the course professor or Administrator named above will adjudicate the incident, students have 2 business days from the date of the Form Issue Date to contact that person. If the course professor or Administrator is referring the incident to the Honor Council, students have 2 business days from the date of the Form Issue Date to contact Community Accountability at 615-460-6407 or accountability@belmont.edu.

☐ Student should contact the course professor or Administrator named above for adjudication  ☐ Student should contact Community Accountability for adjudication

STOP AND GIVE OR EMAIL A COPY OF THIS FORM TO STUDENT

STUDENT RESPONSE

STUDENTS SHOULD COMPLETE THIS SECTION WHEN MEETING WITH THE COURSE PROFESSOR, ADMINISTRATOR, OR COMMUNITY ACCOUNTABILITY OFFICE.

PLEA OF RESPONSIBILITY:
At this time you may choose to accept, accept in part, or deny responsibility for the alleged violations. In addition to completing this form, you may provide written or oral information about the incident and explain why you choose to accept or deny responsibility for the alleged violation(s).
☐ I accept responsibility
☐ I deny responsibility
☐ I accept responsibility for the following violation(s) only: ________________________________________________________________

SUPPLEMENTAL INFORMATION:
Supplemental Information is written or other documentary information which supports a student’s Response and includes, but is not limited to, witness statements, class notes, or resources used.
☐ I plan to submit supplemental information to the course professor or Administrator for consideration  2 business days from the signature date below
☐ I DO NOT plan to submit supplemental information to the course professor or Administrator for consideration
☐ Not applicable (Honor Council will adjudicate the alleged violation(s))

Student Signature: ___________________________  Signature Date: ___________________________

OUTCOME

IF ADJUDICATION WAS BY AN ADMINISTRATOR OR THE HONOR COUNCIL THE STUDENT WILL RECEIVE A SEPARATE OUTCOME LETTER VIA THEIR BELMONT EMAIL ADDRESS WITHIN A REASONABLE TIME.

DETERMINATION OF RESPONSIBILITY:
After reviewing all information, I have found you:
☐ Responsible for all violations
☐ Not responsible for all violations
☐ Responsible for only these violations:

SANCTIONS: ANYONE FOUND RESPONSIBLE FOR HONOR PLEDGE VIOLATION RECEIVES ACADEMIC PROBATION UNTIL GRADUATION
After reviewing all information, I have assigned the following sanctions:
☐ Reduction of coursework grade to: ___________________________  ☐ Reduction of course grade to: ___________________________
☐ F on the coursework  ☐ F for the course
☐ Reflective Essay or Educational Assignment (See Attached)  ☐ FX for the course
☐ Not Applicable, Not Responsible  ☐ Educational Activity (see attached letter for instructions)

Faculty/Administrator Signature: ___________________________  Signature Date: ___________________________

STUDENTS SHOULD REFER TO THE BRUIN GUIDE FOR INSTRUCTIONS ON APPEALING RESPONSIBILITY OR SANCTIONS. STUDENTS ARE PROVIDED 2 BUSINESS DAYS FROM RECEIPT OF THE OUTCOME TO APPEAL.
ALLEGED VIOLATIONS

In affirmation of the Honor Pledge, students may not engage in the following activities:

1. *Cheating:* Using unauthorized notes, aids or information on an examination; altering a graded work prior to its return to a faculty member, allowing another person to do one’s own work and submitting it for grading.

2. *Fabrication:* Inventing or falsifying information, data, or citation; presenting data gathered outside of acceptable professorial guidelines; failing to provide an accurate account of how information, data, or citations were gathered; altering documents affecting academic records; forging signatures or authorizing false information on an official academic document, grade, letter, form, ID card, or any other University document.

3. *Plagiarism:* Submitting material that in part or whole is not one’s own work; submitting one’s own work without properly attributing the correct sources of its content.

4. *Multiple Submissions:* Submitting identical papers or course work for credit in more than one course without prior permission of the instructor.

5. *Obtaining Unfair Advantage:* Gaining or providing access to examination materials prior to the time authorized by an instructor; stealing, defacing, or destroying library or research materials which can deprive others of their use; unauthorized collaboration on an academic assignment; retaining, possessing, or circulating previously used examination materials without the instructor’s permission; obstructing or interfering with another student’s academic work; or engaging in any activity designed to obtain an unfair advantage over another student in Coursework or Co-Curricular Requirements.

6. *Aiding and Abetting:* Providing material, information, or other assistance that violates the above expectations; providing false information in connection with any inquiry regarding academic integrity.

7. *Unauthorized Access:* Viewing or altering in any way computer records, modifying computer programs or systems, releasing or distributing information gathered via unauthorized access or in any way interfering with the use or availability of computer systems/information.

8. *Any other form of fraud or dishonesty in Coursework or Co-Curricular Requirements for graduation.*

Additional information about the Adjudication Process can be found in The Bruin Guide, which is available online at www.belmont.edu/bruinguide.