

Dear Students,

I want to start by acknowledging it is never pleasant to contemplate the possibility of academic dishonesty in the courses you are taking—and that it may feel even less so these days. That said, I know the transition to remote instruction may have raised new questions about how to meet your obligations under the Academic Honesty Policy.

Even in our remote learning environment, the [Academic Honesty Policy](#) rules apply to all students whose primary campus designation is in AS&E. If your primary designation is in AS&E, you will be held responsible for knowing and following AS&E's academic honesty policy in all of your courses. This means you need to understand the policy itself as well as any additional course- or assignment-specific rules your professors may have set. While it is true that rules of the policy have not changed, it is also true that knowing *how* to follow these rules may have become trickier.

I am sending this message for three purposes: (1) to share basic considerations and specific guideline examples of what upholding the policy looks like under remote learning conditions, (2) to call attention to [resources](#) available on the academic honesty website ([quizzes](#), [common pitfalls and misconceptions](#), the [academic honesty concern report](#)) and elsewhere at the University, and (3) to remind you that you can always [contact the Academic Honesty Liaison](#)—me—for confidential advising and support.

First, posting or otherwise sharing course materials created by your professors is never permitted. This has always included examples like lecture slides, problem sets, and assignment guides. Now, it includes screen-shots of modules and tests built in Blackboard, WebWork, or similar platforms. It also includes recordings (whether made by you or your instructor) of any interactions on Zoom, and any videos made available by your instructors on Panopto.

Note: This is not an exhaustive list. Consult with professors to make sure you understand their course- and assignment-specific expectations. If you check with them via email, save their responses in writing.

Second, given the sudden nature of our transition to remote/online learning, especially as we approach final exams, you should ask instructors to clarify any new expectations they may have set for group work and collaboration. You should also make sure you know what counts as authorized versus unauthorized use of materials because in certain situations, some materials or devices may be permitted while others are not. For instance, if your professor considers it appropriate to consult lecture notes but not to work with a friend from class (or vice versa), if your professor allows you to access the internet during a test but not to use a calculator (or vice versa), *you are responsible for understanding and abiding by these differences.*

Note: This is also not an exhaustive list. Ask your course instructors or TAs for clarification when needed, and try to note down or save their answers in writing.

Third, keep in mind that the sharing of user IDs and login information is never permitted. And **fourth**, know that while there are different ways you can prepare for final exams and various resources you can use to seek help with challenging material, *paying someone to complete work for you is always a policy infraction that will be handled very seriously.* Take care to use only those resources that are officially supported by the University, including [tutoring provided by CETL](#) and the [writing and speaking support](#)

services provided by WSAP. These services are far more effective than anything acquired from another student or purchased through a service marketed online.

Finally, please know that if you take the default S/F option this semester and are found responsible for a violation of the academic honesty policy, the S/F will be rescinded, and you will be assigned a grade for the course. This grade will reflect your underlying grade in the course, in addition to any grade penalties imposed for the policy violation. You can read more about S/F grading as it relates to academic honesty under sections IX.A.1.e and IX.B.2.d1 of the Academic Honesty Policy.

Questions about how best to follow the policy under challenging circumstances like remote instruction should be directed to your course instructors first and to the Academic Honesty Liaison—me—second. Questions or concerns about privacy, instructors' obligations, or what to do if you witness and wish to report dishonesty (as you are encouraged but not required to do) may be sent to the Board on Academic Honesty directly or may be discussed with me beforehand.

*Remember: You can be found responsible for violating the academic honesty policy even if you do not understand the rules or did not know you were committing academic dishonesty. We are all responsible for acting with integrity and upholding the culture of fair and honest work we want to see on campus—if you are ever in doubt about what this means or how to do it, **please ask!***

Sincerely,

Greer Murphy, Academic Honesty Liaison
Center for Excellence in Teaching & Learning