

Plagiarism—Agreement of Understanding and Signature Page

At Beth Haven Christian School, we believe that academic honesty is not only God-honoring, but also essential for the personal growth of our students. It is difficult for a student to feel proud of a well-written paper that he or she did not truly author. A thorough understanding of plagiarism must exist in order to protect our students from intentional or even accidental academic dishonesty. We created this document in order to define plagiarism for both students and parents, as well as to clear up any misconceptions regarding this serious issue. Please understand that it is often difficult for a faculty member or administrator to distinguish between intentional and accidental plagiarism. For this reason, we want to ensure that every student and parent/guardian has a working knowledge of what constitutes plagiarism.

Plagiarism—the act of using someone else’s ideas or words as if they were your own, without properly acknowledging and documenting the source—will be dealt with as cheating. Keep in mind that plagiarism includes such actions as copying another person’s class work or homework; copying a paper from the Internet or other source, and turning it in as if it were your own original work; turning in a paper obtained from a website that sells or provides “free” term papers; or paraphrasing information from a book, encyclopedia, or website without properly documenting the source of the information.

The sources of all information gathered for purposes of research projects, papers, or other assignments must be carefully documented (teachers will instruct students as to which style of documentation is preferred for particular projects—APA, MLA, etc.) Information that is considered to be “common knowledge”—meaning that it can be found easily in multiple sources, and is information that many people already know—does not require documentation.

Once you have carefully read and reviewed the above policy with your son or daughter, you should both sign where indicated below. Please keep this handbook for future reference. If you have questions or concerns regarding plagiarism, its definition, or Beth Haven Christian School’s policy regarding it, please do not hesitate to contact the school for clarification before signing. All high school students must have this signed document on file in the school office. Thanks for your cooperation and understanding.

School Administration

We hereby acknowledge that we have read and understand the “explanation of plagiarism.” We are in full understanding of what constitutes plagiarism, as well as BHCS’ policy on plagiarism.

Student’s Printed Name

Student’s Signature

Date

Parent’s Printed Name

Parent’s Signature

Date