

## Cheating and Plagiarism Policy

The Language Gallery Canada (TLGC) must maintain high standard of academic honesty. At TLGC, 'Academic Honesty' means that we expect all students to conduct themselves in an honest and trustworthy manner in all aspects of their academic career. Engaging in any form of academic dishonest to obtain any type of academic advantage or credit is an academic offence under this policy and will not be tolerated by TLGC.

### KEY DEFINITION

Cheating is a form of academic dishonesty that involves using deception or dishonest method to complete any form of evaluation.

Plagiarism is a form of cheating that involves using someone else's work as your own. Plagiarism can be in for of ideas, words, images, phrases, signatures or digital content and claiming it is one's own, instead of using proper referencing procedures.

To support academic honesty at TLGC, all work submitted by students may be reviewed for authenticity. In submitting their own work to TLGC, the students consent to their submission undergoing such a review and being retained in database for comparison with other work submitted by fellow students.

### PENALTIES

#### First Warning

Student will receive a written and a grade of "0" for the work in which dishonesty has taken place. In addition, the following will be noted on the student's file by the Academics Department: Academic Offence – First Warning.

#### Second Warning

The penalty for the second violation of academic honesty is a 'Fail' for the module where the offence took place and it will be noted on a student's file by the Academics Department: Academic Offence – Second Warning. In addition, students might be suspended for a time of period determined by the Academics Department. If a student wishes to continue their studies, he/she will be placed on Academic Honesty Probation.

**You must see the Academics Manager for re-instatement.**

## **Further Violations**

Any additional violation of academic honesty will result in TLGC initiated mandatory withdrawal for academic purposes for a period determined by the Academics Manager. Students will be suspended from TLGC until the identify term ends.

**You must see the Academics Manager for this.**