

Delaware College of Art and Design (DCAD) requires students to adhere to guidelines for academic integrity. Students must follow [federal law regarding copyright and fair use](#). Students must acknowledge and respect the work of other creators as they develop their own voices, and they must accurately represent their own work.

Academic dishonesty is the use of deception in any way that results in avoidance of academic responsibilities. It includes, but is not limited to, violation of copyright, plagiarism, cheating and misrepresentation.

Copyright violation is using or distributing copyrighted material without authorization and/or violation of the doctrine of fair use as defined by the [Higher Education Opportunity Act](#) and the [United States Copyright Office](#).

Unauthorized distribution of copyrighted material, including unauthorized peer-to-peer file sharing and illegal downloading of unauthorized distribution of copyrighted materials using the institution's information technology system, may subject the student to [civil and criminal liabilities](#) in addition to institutional sanctions as follows:

Technology Policy Violations: *Technology policy violations* include, but are not limited to, unauthorized copying, downloading, or transferring of copyrighted materials; unwanted or unsolicited entry into any computer, printer, or network system; knowingly introducing a computer virus; unauthorized access; willful damage, misuse of systems or software, and allowing others to utilize private account information or sharing log in information.

Violation	Level	Admin	Restitution	Housing Suspension	College Suspension	Expulsion
Technology Policy	Warning	X	O			
Technology Policy	Probation	X	O	O	O	O
Technology Policy	Dismissal		O	X	O	O

Cheating/Plagiarism/Misrepresentation:

- *Cheating* includes attempting to copy, force or otherwise gain information from another or from a prohibited source, with the intention of circumventing the academic testing process. Giving or receiving illicit information about an individual assignment, quiz, or exam.
- *Plagiarism* is the reproduction of another's visual, verbal or written material without proper citation and with the intent to deceive. Using others' words, ideas or creations without proper acknowledgement. Doing so constitutes theft. In the written form this includes, but is not limited to, verbatim copying or substantial paraphrasing, and presenting someone else's work as your own.
- *Misrepresentation* involves submitting work done by another as one's own or submitting work done at a previous time as new.

Violation	Level	Admin	Restitution	Housing Suspension	College Suspension	Expulsion
Cheating	Warning	X	O			
Cheating	Probation	X	O		O	
Cheating	Dismissal	X	O			X
Plagiarism	Warning	X	O			
Plagiarism	Probation	X	O		O	
Plagiarism	Dismissal	X	O			X
Misrepresentation	Warning	X	O			
Misrepresentation	Probation	X	O		O	
Misrepresentation	Dismissal	X	O			X