



400 - Academic Honor Code

Purpose:

Bismarck State College upholds a commitment to academic integrity. Students are expected to conduct themselves honorably and uphold the principles of honesty and responsibility in all academic endeavors. Cheating, plagiarism, or collusion in class work, laboratory performance, shop work, or test taking is unacceptable and subject to disciplinary action.

Procedure:

Definitions

1. Cheating includes, but is not limited to:
 - a. Copying from another student.
 - b. Possessing and/or using unauthorized materials/resources to obtain an advantage during or in the completion of an academic activity.
 - c. Collaborating with or seeking aid from another student without permission from the instructor.
 - d. Knowingly using, buying, selling, stealing, transporting, or soliciting in whole or in part the contents of an unadministered test or information about an unadministered test.
 - e. Altering grades or academic records.
 - f. Substituting for another person or permitting any other person to substitute for oneself to take an examination or complete a class assignment.
 - g. Submitting, without specific permission of the instructor, work that has been previously offered for credit in another course.
 - h. Sabotaging another student's work.
 - i. Submitting altered or falsified data as experimental data from laboratory projects, survey research, or other field research.
 - j. Falsifying or committing forgery on any College form or document.
 - k. Committing any willful act of dishonesty that interferes with the operation of the academic process.
 - l. Facilitating or aiding in any act of academic dishonesty.
2. Plagiarism is the appropriation, buying, receiving as a gift, or obtaining by any means academic content from other sources and the unacknowledged submission or incorporation of it in one's own work. This includes copyrighted artwork and design.

How can students avoid plagiarism? To avoid plagiarism, you must give credit whenever you:



- Use content generated by electronic sources, including Artificial Intelligence systems, as part of your submitted content; Students must receive instructor approval for the use of AI-generated content and must clearly indicate when and how such tools were used.
- Use another person's idea, opinion, or theory;
- Use any facts, statistics, graphs, drawings—any pieces of information that are not common knowledge;
- Use quotations of another person's actual spoken or written words; or
- Paraphrase another person's spoken or written words.

If you are unclear about plagiarism, consult with your instructor or librarian. They will instruct you on how to represent your ideas as distinct from the ideas of someone else.

3. Collusion is the unauthorized collaboration with another person in preparing work offered for credit.

Instructor Responsibilities:

Faculty are expected to clearly communicate expectations regarding academic integrity, including what constitutes permissible collaboration, proper citation methods, and the use of digital tools (including AI). Instructors are also responsible for reporting suspected violations according to the BSC Student Code of Conduct.

References:

[BSC Student Code of Conduct](#)

History of This Procedure:

First procedure: July 30, 2025

Approved by Alicia Uhde on July 30, 2025

Non-substantive changes approved by the Interim Vice President for Academic Affairs on October 9, 2025.