**NCHS ENGLISH DEPARTMENT**

**PLAGIARISM STATEMENT and LATE POLICY**

**PLAGIARISM**

**Plagiarism** is a direct violation of intellectual and academic honesty. While it exists in many forms, all plagiarism refers to the same act: representing somebody else’s work or ideas as one’s own.You are stealing from the original author.

The most extreme forms of plagiarism include the following but are not limited to:

* a paper written by another person,
* a paper obtained from a commercial source, or
* a paper made up of passages copied word for word without using parenthetical citations.

Other levels of plagiarism include the following but are not limited to:

* changing a few words in a passage from another source without using parenthetical citations.
* including ideas such as judgments, opinions, inferences, and experiments from another source in one’s own words without using a citation.
* letting someone copy your homework or class work and turn it in as his/her own.
* copying someone’s research without giving credit.
* printing out material from the internet without giving credit.
* copying from electronic library sources without acknowledging them.
* submitting a paper, which has previously been submitted for another class or assignment

Although often less obvious, the following are also examples of plagiarism but are not limited to:

* using the words of a source too closely when paraphrasing.
* building on the ideas, opinions, or theories taken from another source and not giving that source credit.

**REQUIREMENTS**

* You must turn in a new, original paper, which you created on your own.
* If within your paper you are copying directly from background reading sources, copy the words exactly, put quotation marks around them and attribute the source. This identifies your words and gives credit to the “official source.” Instead of quoting a source, you may read through the material and ask yourself, “What is the main idea?” Once you have decided, you can write it in your own words and then give credit to the source.
* Submit your paper to turnitin.com. Class time and instructions on how to submit your paper will be given in your English class; however, it is the student’s responsibility to ensure the paper is properly submitted to the website. Your paper cannot be graded until it has been submitted to turnitin.com; therefore, a late grade as well as a zero may be assigned if you fail to submit on time or at all.

**CONSEQUENCES**

If plagiarism is found in a student’s formal assignment, the consequence(s) administered will follow the NCHS Parent-Student Handbook as outlined under [Board Policy 4310- Integrity and Civility](https://boardpolicyonline.com/bl/?b=cabarrus&s=142000).

**LATE WORK POLICY**

* All major assignments/papers/projects, as determined by teacher, adhere to this policy.
* Students who submit on the due date may earn up to a 100 (minus quality points).
* Students who submit one day late may earn no higher than a 90 (minus quality points).
* Students who submit two days late may earn no higher than an 80 (minus quality points).
* Students who submit three days late may earn no higher than a 70 (minus quality points).
* Students who do not submit on the due date or on any late days will earn a 0. The possibility to recover your grade up to a 60 will require you to set up remediation with the teacher.
* Failure to turn in any assignment on the due date at the very beginning of class constitutes a late assignment.
	+ In other words, you may not leave the room to retrieve an assignment or print, etc.;

submitting late during the class period or the school day still constitutes a late assignment.

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My parent/guardian and I have read the above information. We understand the seriousness of plagiarism/late work and understand that failure to follow these policies will result in failure of the paper. Please sign and return to class.

Student Name:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_

Parent Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_