

Academic Integrity

Academic integrity is one of the most important values at Final International University (FIU). All FIU students are expected to act in accordance with this principle. The academic integrity principle applies to all types of course activity, exam, homework, project and publication, and violations are punishable in accordance with Disciplinary Regulations. The Disciplinary Regulations can be accessed from our University's website.

Primary academic integrity violations have been listed below:

1. Plagiarism
2. Cheating on exams
3. Getting help from or helping others to complete homework or projects that require individual work
4. Having academic work like homework, projects, or presentations done by others or prepared by others
5. Presenting "completed" homework from the internet as your own homework
6. Using a previously prepared homework or project from another class without proper citations and presenting it as if it were new
7. Fabricating data sets or changing existing data sets (for example, presenting data as if you had collected it when in reality you did not, changing some information in real data sets, changing information obtained from interviews)
8. Using data that was collected or obtained unethically
9. Citing a source that does not exist or presenting a statement that does not belong to that source.
10. Acting in inappropriate ways for personal gain (obtaining a medical report when you are not sick, making up an excuse to obtain additional time to turn in projects, etc.)
11. Preparing false documentation (health report, transcript, letter of reference, etc.)
12. Aiding someone with committing a violation of academic integrity
13. Sabotaging another person's exam, homework, or project

Of the above listed violations, the most common two have been explained in detail below.

Plagiarism

Plagiarism, which is considered the major violation of academic integrity, has been defined by the Turkish Language Association's Turkish Dictionary as "taking sections or paragraphs from other's work and presenting them as if they were yours, or taking someone else's work and presenting it differently". In plagiarism, the writer presents the text used as one's own work without using proper citations. This creates the image that the statement or text belongs to the author when in reality it actually belongs to someone else.

Important points regarding plagiarism:

- Not being aware that you are committing plagiarism does not excuse the plagiarized behavior.
- Plagiarism covers all published and unpublished material.
- Presenting the same assignment for more than one class is plagiarism.

Further information about plagiarism and examples can be found on our University's website.

Cheating

For whatever reason, cheating or attempting to cheat is a serious offense at our University and is evaluated according to relevant articles in the Disciplinary Regulations. Detailed information on **which behaviors are considered as cheating** are presented below:

- Looking at another student's answers on their exam paper and transferring them to your own exam paper.
- Lifting up your exam paper off the table and showing your answers to your friend sitting behind you.
- Writing your answers much larger than your normal handwriting or making large dark circles around answers on multiple choice tests so that students around you can see them.
- Whispering to the student in front of you or having the student behind you whisper the answers to you.
- After the exam starts, keeping study sheets in hand or sticking them in the sleeves of clothes or stashing them in pencil boxes.
- Having anything written on your hands, arms, or legs whether it be related or unrelated to the exam topic.
- Writing any exam related information on the inner face of water bottle wrappings, the pages of dictionaries, in or outside of pencil box covers, on anything that you bring to the exam or writing anything on the instructor allowed material that you bring to the exam.
- Using your mobile phone to carry out any transaction during the exam, photographing the questions and answers of the exam, sending the answers to another person or receiving answers from other people.
- Writing relevant information or exam topics on desks, chairs, walls, or similar locations before the exam starts.
- Not doing homework on your own but rather copying your friends' work and turning it in as your own.

As a result, adopting and applying the academic integrity principle is a duty for all Final International University students. In order to avoid any problems, please follow these rules. Do not forget that when you experience a problem in this area, not knowing the principles and their forms of violation is not an acceptable excuse!