

Academic Honesty

At The Culinary Institute of America, students are expected to develop their own ideas and to consult research materials for their studies. The CIA's Academic Honesty code identifies expected behaviors and the consequences of failure to adhere to the expected behavior. The college expects all students to adhere to this policy.

The term "academic dishonesty" may refer to, but is not limited to, any of the following:

- Cheating: Using unauthorized materials to complete work (e.g., using another student's mise en place, copying off of a classmate's paper, crib notes, phone, electronic devices, etc.)
- Purchase/Sale: Using prepared materials from an organization or person whose business includes selling research papers, original papers, exams, or material to students for their use.
- Misrepresentation: Submitting material previously submitted to another instructor or course without the permission of the current instructor, or submitting materials that have already been submitted to the same instructor by someone else.
- Plagiarism: Copying from any source without giving credit; using original ideas, recipes, or research without giving credit; or working from another source without giving credit.
- Fabrication: Falsification of sources, citations, information, data, and/or other work that is evaluated by the instructor.
- Other: Stealing an exam or other materials from a faculty member. Intentionally destroying, altering, or obstructing another student's or faculty member's work, including another student's mise en place. Unauthorized student collaboration on project, papers, or other assignments. Signing in for another student.

This behavior, or assisting others in this behavior, is a serious violation of professional and academic standards at the CIA and will not be tolerated.

TurnItIn

Instructors may choose to incorporate TurnItIn into any assignment. TurnItIn can effectively search a database for similar sentence structure and content and provide feedback on grammar.

If the student starts an assignment in which TurnItIn has been used, they will be directed to accept TurnItIn's privacy policy before receiving feedback. If the student agrees to the privacy policy, their document will then be stored in the TurnItIn document database for the college. Content stored in this database will be part of the TurnItIn document repository. [TurnItIn will protect the student's data and provides a comprehensive privacy policy.](#)

Violations

A faculty member who identifies an act of academic dishonesty will discuss such incident with the student.

- The faculty member will determine the consequences of a student's academic dishonesty. Possible outcomes are dependent on the type of academic dishonesty and the decision of the faculty member. Possible consequences include, but are not limited to, a rewrite of the assignment, an additional assignment, a failing grade on the assignment, failure of the class, and/or an appearance before the Academic Standards Committee which may result in academic suspension.

In each case, the faculty member will inform the student in person and by letter, a copy of which will be sent to the education director, dean, associate dean, and registrar.

Suspension or Dismissal

In cases of academic dishonesty where the faculty member wants to recommend suspension or dismissal, the faculty member shall consult with the appropriate dean, associate dean or education director and shall recommend suspension or dismissal in writing to the appropriate college official within five working days (Monday through Friday, exclusive of holidays). The faculty member shall also inform the student in writing.

Academic Review

The individual records of students who are recommended by a faculty member for suspension or dismissal due to academic dishonesty will be reviewed by the Academic Standards Committee.

Students will be required to provide a statement or explanation of their situation as well as attend a meeting to review the circumstances surrounding the dishonest behavior. At that meeting, a decision will be made regarding whether the student will be suspended, be dismissed, or can continue at the college under specific conditions.

If the student fails to live up to these conditions, the student will be suspended for a minimum of one semester or dismissed from the college.

Recording

Suspensions or dismissal for academic dishonesty will be recorded on a student's official transcript as a withdrawal.

Appeal

The decision of the Academic Standards Committee is final; there is no appeal.

Graduate Dismissal and Appeal

In all cases of academic dishonesty, students in the MPS program will be academically dismissed from the college. Graduate students can appeal the dismissal through the Registrar's Office. A faculty committee will review the appeal and the decision will be final.