



## Muskie 2012 Applicants' Guide to Academic Integrity

So, you are thinking of applying for a Muskie Fellowship. That's great! Take this short quiz to help prepare yourself for study at the graduate level:

- **True or False:** It is acceptable to share answers to a test with your classmate.
- **True or False:** You are writing a research paper, and find a published book on the same topic. You agree with everything the author says, so it is okay to borrow a few sentences to put in your paper.
- **True or False:** If your friend wrote an essay and received a good grade on it, it is fine if you re-use the essay the following school year and submit it as your own.
- **True or False:** If you find interesting material on the internet, you can use it in a paper and you don't need to give the author any credit, because it is common knowledge available to everyone.



In the U.S., the answer to all of these questions would be **False**. If you are considering studying in the U.S., then you need to be familiar with the American perspectives on academic integrity.

For more information regarding academic integrity, cheating, improper collaboration, plagiarism, and fabrication, read on...

### **What is academic integrity?**

Academic integrity is a cultural value on which all American academic communities are based. As an applicant for the Muskie Fellowship, you will be held to the U.S. standard of academic integrity throughout the application process and the program. The information below focuses specifically on academic integrity as it pertains to your Muskie application—the written essays and the references.

Integrity (правила поведения) is synonymous with honesty. Academic integrity is closely related the American cultural value of ownership and promotes the “ownership of ideas”.<sup>i</sup>

Cheating, improper collaboration, plagiarism and fabrication violate the spirit of academic integrity. Please familiarize yourself with the characteristics of each, as well as with the ways to avoid them.

### **Cheating and Improper Collaboration**

Cheating is “using or attempting to use unauthorized materials, information, notes, study aids or other devices or materials in any academic exercise.”<sup>ii</sup> For your Muskie application, this includes

acquiring answers or ideas from any unauthorized source, such as purchasing an essay from someone else or asking someone else to write your essay.

**IMPORTANT NOTE: For the purposes of your Muskie application, your work should be entirely your own, and not the result of collaboration.**

**How to avoid cheating and collaboration:** Write your essays yourself, and be sure to cite quotes or other materials incorporated into your writing. Do not ask or pay anyone else to write your essays for you. Asking someone to proofread your essay for grammatical errors is okay; having them rewrite it for you is not.

### **Plagiarism**

Plagiarism is taking someone else's work and offering it as your own "without giving credit to that source, whether that material is *paraphrased* or *copied* in verbatim or near-verbatim form"<sup>iii</sup> "Plagiarism is the academic and literary equivalent of robbery, taking somebody else's property" or the equivalent of "intellectual thievery."<sup>iv</sup> This applies to published and unpublished resources: books, magazines, newspapers, etc., material from the web, ideas of or papers written by others. Plagiarism also includes not properly citing a resource used when quoting or paraphrasing.

**IMPORTANT NOTE: Your Muskie application essays must be cited correctly. If you use words or ideas from a book, paper, or website in your essay, you must include the source (the name and author of the book/paper, or the URL for the website). If you use words or ideas from the course description page of a university's website, cite this information.**

**How to avoid plagiarism:** If you use any resources (books, periodicals, websites, speeches—anything that you have not personally written or said) then you should cite it. You may consult the following website for specific instructions on citing the work of other writers using MLA, APA, or Chicago style, which, depending on the field of study are the standard styles of citation used at most U.S. universities: <http://www.dianahacker.com/resdoc/>. Even if you are not familiar with the U.S. systems of citation, give credit in your writing. For example: "As Smith and Finkle said in their 1997 work on economic disparity, 'Economic disparity stems from many sources.'" When you are giving credit to the original source, then you are not plagiarizing.

See the following websites for examples of software that the Muskie program administrator, universities and professors use to detect plagiarism:

- <http://www.plagiarismdetect.com/>
- <http://www.plagiarismchecker.com/>
- <http://www.articlechecker.com/>
- <http://www.checkforplagiarism.net/>
- <http://www.turnitin.com>

### **Fabrication**

Fabrication (выдумка, вымысел) and falsification (фальсификация) are the acts of inventing or changing data for research that has not been shown, read or proven. This also includes changing or altering documents and records.

**How to avoid fabrication:** Do not falsify any of the data or information in your essays. Do not falsify or alter any of your references.

### **What happens if the standards of academic integrity are not followed?**

The program administrator and Muskie host universities will investigate any and all suspected instances of cheating, improper collaboration, plagiarism, and fabrication. Such instances may be identified through the use of plagiarism detection software, and whenever there is anything suspicious about a submitted document.

***IMPORTANT NOTE: If you are found to have violated the standards of academic integrity, your application will be disqualified.***

If an applicant is found to have violated the standards of academic integrity, they will be informed of this violation and their application will be invalid; they will be disqualified from the 2012 Muskie fellowship competition. Any such applicant is, however, permitted to reapply in the future for the fellowship.

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<sup>i</sup> [http://www.studentaffairs.cmu.edu/acad\\_integ/acad\\_index.htm](http://www.studentaffairs.cmu.edu/acad_integ/acad_index.htm)

<sup>ii</sup> [http://www.jmu.edu/honor/wm\\_library/Printable%20Code-update%205-12-06.htm](http://www.jmu.edu/honor/wm_library/Printable%20Code-update%205-12-06.htm)

<sup>iii</sup> [http://math.fullerton.edu/apineda/Angelwebfiles/Math\\_340\\_S08\\_Syllabus.pdf](http://math.fullerton.edu/apineda/Angelwebfiles/Math_340_S08_Syllabus.pdf)

<sup>iv</sup> <http://people.brandeis.edu/~teuber/usemplagiarism.html>