

San Mateo County Community College District
Student Code of Ethics

Students are expected to adhere to and practice the Code of Ethics on a District and college level and while representing the District or college of the District.

I. Representation

Every student of the District is expected to represent him or herself honestly and respectfully in all situations, whether orally or in written statements. Honest and respectful representation includes, but is not limited to, providing only truthful material information on all District applications, financial aid forms, waivers, and any other official document. Students are also expected to behave respectfully to all administrators, faculty, staff, students, and visitors in a District or college environment and to behave respectfully when representing the District or any of the colleges at off-campus events. Students will not consciously misrepresent him or herself to any member of the District or college community or to any other person while representing the District or any college.

II. Academic Honesty

Students are expected to maintain the highest standards of academic integrity. Work that is not of the student's own creation will receive no credit. If a student is uncertain of what these standards are, he or she may consult his or her instructor for appropriate counsel, but a student's ignorance is no legitimate defense for academic dishonesty. Academic dishonesty includes lying, cheating, stealing, and using unauthorized materials on any assignment, quiz or exam.

- The act of lying is to intentionally provide false information or a false statement with the purpose of misleading or with irresponsible regard of the truth. Lying, in both academic and non-academic activities, is impermissible.
- Cheating is acting dishonestly in order to gain an unfair advantage. Cheating includes giving or receiving unauthorized aid on any assignment, quiz, or exam. Instructors must be consulted regarding which materials are acceptable for students to use on any assignment, quiz, or exam. Not complying with the restrictions of the instructor will result in appropriate discipline, as decided by the instructor or department. Cheating also includes using the same material of work previously used for another course unless the student has permission from the instructor to do so. Cheating furthermore includes plagiarism, which is when a student uses the ideas of another and declares it as his or her own. Students are required to properly cite the original source of the ideas and information used in his or her work.
- Stealing is the act of taking without permission and without intention to return. The prohibition of stealing includes property of any nature as well as academic work.

III. Respect for District Rules and Regulations

Students of the District are expected to adhere to the rules and regulations set by the District.

- **School Property:** Graffiti and defacement of school property is unacceptable and a violation of District Rule and Regulation. Students shall be responsible for the costs of the damages resultant from their behavior. In order to ensure that the District and campus facilities remain in pristine condition, students are also expected to report instances of graffiti or defacement of school property immediately as well as consciously account for or dispose properly of their belongings.
- **Illegal Substances:** The use of illegal drugs and alcohol is not permitted on District or college property as well as the abuse or misuse of prescription drugs.
- **Sexual Assault and Harassment:** Students shall refrain from using language or acting in a manner that is disrespectful or inappropriate towards other students and members of the District/college community. Sexual assault and harassment is inexcusable and shall result in disciplinary action in accordance with District or college policy.

IV. Respect for the Open Exchange of Ideas

Students shall be guaranteed that their First Amendment right of Freedom of Speech will be observed by all District and college members, including other students. Students are encouraged to engage others in thoughtful and meaningful dialogue while refraining from acting or using language with malicious intent.

Classroom Conduct: Students must behave respectfully toward their peers and professors. In the classroom setting, students may not interrupt their classmates or professor, make fun of them or their expressed views, or disrupt the learning environment. It is important to maintain the best learning environment for all students and professors.

Adopted May 2008