



**School of Allied Health Professions
Department of Occupational Therapy**

HONOR CODE

The Department of Occupational Therapy at Louisiana State University Health Sciences Center – New Orleans (LSUHSC - NO) regards honesty and integrity as qualities essential to the practice of occupational therapy. The Honor Code governs student conduct during all academic activities. Upon admission to the program, students must agree to abide by the Honor Code. Students who violate the code violate this agreement, and incur the sanction imposed by the LSUHSC – NO School of Allied Health Professions Policy and Procedures Related to Student Conduct.

Examples of conduct that are regarded as being in violation of the Honor Code include, but are not limited to:

- a) Copying from another's examination paper or allowing another to copy from one's own paper, or using unauthorized aids (e.g., electronic, printed, or hand-written materials) during an examination or assignment.
- b) Unauthorized collaboration, e.g., working together on an assignment after the instructor has stated that work should be completed independently without assistance.
- c) Plagiarism; representing as one's own work the work of another.
- d) Revising and resubmitting graded work for regrading without the instructor's knowledge and consent.
- e) Giving or receiving unauthorized aid on a take-home or make-up examination, i.e., talking about examination answers with a classmate.
- f) Giving or receiving aid on an academic assignment under circumstances in which a reasonable person would consider as not permitted.

EACH STUDENT AGREES TO:

1. Not seek an unfair advantage over other students, including, but not limited to, giving or receiving unauthorized aid during completion of academic requirements.
2. Prior to starting an assignment, consult with faculty and other sources to clarify the meaning of plagiarism. Learn the standard techniques of proper reference to sources used in the preparation of written work.
3. Clarify with an instructor, when in doubt, as to what is considered unauthorized aid, e.g., receiving assistance when writing an independent (versus group) paper; using other than authorized resources when taking an open-book test.

4. Truthfully represent fact and self at all times.
5. Respect the personal rights and property of others.
6. Actively see that he or she, and other students, uphold the spirit and letter of the Honor Code.
7. Read and familiarize oneself with the LSUHSC – NO School of Allied Health Professions Policy and Procedures Related to Student Conduct.
8. Sign a pledge on all graded academic work certifying that no unauthorized assistance has been received or given in the completion of the work. Specifically, on each assignment and examination that is submitted for a grade, the student shall write, “Pledge”, then sign his or her name. This will signify that the work has been completed in adherence with the Honor Code. It is at the discretion of each instructor whether or not to grade unsigned work..
9. Abide by the American Occupational Therapy Association’s (AOTA) Code of Ethics (2020).

EACH FACULTY MEMBER AGREES TO:

1. Adhere to the Honor Code in every course, with all students, at all times.
2. Abide by the LSUHSC - NO School of Allied Health Professions Policy and Procedures Related to Student Conduct.
3. Identify in advance of any graded examination and assignment what is considered authorized materials for use in completing the required work.
4. Inform students of your requirement as to whether or not they will need to write “Pledge” and sign their names on every examination and assignment submitted for a grade.
5. Exercise reasonable security and precaution in preparing, disseminating, and collecting examinations (including make-up examinations) so as to insure the integrity of the examination.
6. Take reasonable steps when administering an examination that will minimize the possibility of cheating, i.e., space tables, remove unauthorized materials from the testing area prior to distribution of the test, use of lock-down browser for electronic testing, authorized faculty proctor, etc.
7. Abide by the American Occupational Therapy Association’s (AOTA) Code of Ethics (2020).

I agree to abide by this Honor Code

Signature /Date