Summer Programs Code of Conduct
The code is designed to ensure a safe and secure environment and to encourage appropriate behavior. Summer Programs violations and sanctions are modeled after the University Code of Student Conduct. Level 3 violations carry a potential sanction of program dismissal, University separation or suspension.

Level I Offenses

Residence Hall Offenses:
- Violation of curfew
- Missing residence life meetings and programs
- Cleaning Schedule Violation
- Use of profanity in academic spaces and in residence hall
- Excessive lockouts
- Guest policy violation
- Quiet hours violation
- Courtesy hours violation
- Propping open outside doors
- Vandalism
- Prohibited items in the residence hall (candles, incenses, flammable and combustible fluids, homemade wiring, halogen lamps, chemicals, hot plates, electric skillet immersion coils, toaster ovens, broilers, microwave ovens)
- Having an animal or pet in the building
- Smoking in residence halls and non-designated smoking areas

Academic Offenses:
- Excessive tardiness or absence from class
- Use of profanity/ Classroom Disruptions and Disorderly conduct
- Missing and/or incomplete assignments

Staff Response:
- Hall Director and/or Residence Life Coordinator will hold a meeting with the student within 24 hours of incident, preferably on the same day or night. Academic infractions will be referred to the specific program administration.

Possible Sanctions:
- Student must develop a Community Ownership Plan or Agreement
- Additional restrictions placed on student’s activities, such as earlier curfew times
- Alterations made to guest policy (no guests, restricted times, etc.)
- Student must make up missed class hours, possibly on weekends
- Student must pay for vandalism damage
- Student must research and create educational posters or bulletin boards/assignments
Level II Offenses

Types:
- Three or more Level I Violations
- Excessive failure to abide by daily apartment cleaning schedule
- Alcohol policy violation
- Non-completion of sanction from Level I
- Disrespect of Residence Life Staff Member(s)
- Unauthorized parties
- Excessive vandalism or destruction of University Property

Academic Offenses:
- Excessive tardiness or absence from class
- Disorderly Classroom Behavior and Conduct
- 2 or more missing and/or incomplete assignments
- Failing one or more courses

Staff Response:
- For residence hall infractions, the Residence Life Coordinator and the Program Leadership/Director will meet with the student within 24 hours of incident, preferably on the same day or night. For academic infractions, the student’s the same will occur.

Possible Sanctions:
- Student must develop a Community Ownership Plan or Agreement
- Additional restrictions placed on student’s activities, such as earlier curfew times
- Alterations made to guest policy (no guests, restricted times, etc.)
- Student must make rounds with the Resident Mentor on duty
- Student must pay for vandalism damage
- Student must make posters or bulletin boards/assignments
- Student must participate in the Alcohol and Drug assistance programming
- Call to parents or guardian(minor)
- Receive additional class work, assignments, and/or projects
- Student subject to possible removal or suspension from program
- Student receives grade reduction or receive failing grade for class
Level III Offenses

**Types:**
- Two or more Level II Violations
- Weapons policy violation
- Fighting, hitting and horseplay
- Bullying
- Intimidation
- Harassment
- Forging, unauthorized alteration, or unauthorized use of any University documents or records.
- Intentionally providing false information to the University.
- Intentionally furnishing false information to persons outside the University concerning the student's academic record, degree, or activities.
- Intentionally initiating or causing to be initiated any false report, warning, or threat of fire, explosion, or other emergency.
- Unauthorized entry into, use of, or misuse of University property, including computers and data and voice communication networks.
- Intentionally or recklessly starting a fire
- Misusing fire safety equipment or elevators; Tampering with fire system or equipment
- Intentionally or recklessly endangering the welfare of any individual.
- Intentionally or recklessly obstructing fire, police, or emergency services.
- Using, possessing, or storing dangerous chemical, fireworks, or explosives.
- Using, possessing, or storing of any object classified as a weapon by the State of New Jersey on University property.
- Utilizing any instrument in a manner that endangers or tends to endanger any person.
- Obstructing the free flow of pedestrian or vehicular traffic.
- Failing to comply with the reasonable and lawful directions of University officials and University police.
- Inflicting bodily harm upon any person.
- Threatening to use force against a person.
- Sexual assault or non-consensual sexual contact.
- Defamation.
- Hazing
- Invasion of Privacy: Making audio, video, or images of any person(s) on University premises, in premises where there is an explicit expectation of privacy with respect to nudity and/or sexual activity, without the knowledge and consent of all participants
- Viewing or spying on a person(s) on University premises in premises where there is an explicit expectation of privacy with respect to nudity and/or sexual activity, without the knowledge and consent of all participants.
- Taking or attempting to take University property or private property without the consent of the owner or person legally responsible for that property.
- Obtaining University services through devious means.
- Knowingly possessing private or University property that was stolen.
- Intentionally or recklessly damaging University or private property.
- Selling, transferring, or exchanging something in return for narcotics, prescription medications, or illegal substances.
- Providing or facilitating the consumption of alcohol by any person without taking reasonable and prudent precautions to insure that the person is of legal drinking age in New Jersey.
- Sharing medical marijuana with individuals who do not have a medical marijuana prescription.
- Stalking
- Alcohol policy violation that leads to severe intoxication/hospitalization
- Narcotics distribution/possession
- Non-completion of sanction from Level II
**Academic Offenses:**
- Excessive tardiness or absence from class
- Disorderly Classroom Behavior and Conduct
- 3 or more missing and/or incomplete assignments
- Failing one or more courses
- Cheating and/or Plagiarism

**Staff Response:**
- Meeting with Program Director, Associate Dean, Senior Executive Director of Undergraduate Academic Affairs/and or appropriate Vice-Chancellor. Admitted and enrolled students may be referred to a University hearing board

**Possible Sanctions:**
- Dismissal from program
- Suspension from program or University
- Dismissal from Summer Institute
- Failure of all or some courses
- Prosecution and or Criminal Charges
**Academic Integrity Violations**

As an academic community dedicated to the creation, dissemination, and application of knowledge, Rutgers is committed to fostering an intellectual and ethical environment based on the principles of academic integrity. Academic integrity is essential to the success of the program’s educational and college readiness missions, and violations of academic integrity constitute serious offenses against the entire academic community. This academic integrity policy is designed to guide students as they prepare assignments, take examinations, and perform the work necessary to complete their undergraduate education.

The principles of academic integrity require that a student:

- Properly acknowledge and cite all use of the ideas, results, or words of others.
- Properly acknowledge all contributors to a given piece of work.
- Make sure that all work submitted as their own in a course or other academic activity is produced without the aid of unsanctioned materials or unsanctioned collaboration.
- Obtain all data or results by ethical means and report them accurately without suppressing any results inconsistent with his or her interpretation or conclusions.
- Treat all other students in an ethical manner, respecting their integrity and right to pursue their educational goals without interference. This requires that a student neither facilitate academic dishonesty by others nor obstruct their academic progress.
- Uphold the canons of the ethical or professional code of the profession for which he or she is preparing.

**Types of Violations**

This section describes various ways in which the principles of academic integrity can be violated. Examples of each type of violation are given but neither the types of violations nor the lists of examples are exhaustive.

**Plagiarism:** Plagiarism is the use of another person’s words, ideas, or results without giving that person appropriate credit. To avoid plagiarism, every direct quotation must be identified by quotation marks or appropriate indentation and both direct quotation and paraphrasing must be cited properly according to the accepted format for the particular discipline or as required by the instructor in a course. Some common examples of plagiarism are:
- Copying word for word (i.e. quoting directly) from an oral, printed, or electronic source without proper attribution.
- Paraphrasing without proper attribution, (i.e., presenting in one’s own words another person’s written words or ideas as if they were one’s own).
- Submitting a purchased or downloaded term paper or other materials to satisfy a course requirement.
- Incorporating into one’s work graphs, drawings, photographs, diagrams, tables, spreadsheets, computer programs, or other non-textual material from other sources without proper attribution.

**Cheating:** Cheating is the use of inappropriate or prohibited materials, information, sources, or aids in any academic exercise. Cheating also includes submitting papers, research results and reports, analyses, etc. as one’s own work when they were, in fact, prepared by others. Some common examples are:
- Receiving research, programming, data collection, or analytical assistance from others or working with another student on an assignment where such help is not permitted.
- Copying another student’s work or answers on a quiz or examination.
- Using or possessing books, notes, calculators, cell phones, or other prohibited devices or materials during a quiz or examination.
- Submitting the same work or major portions thereof to satisfy the requirements of more than one course without permission from the instructors involved.
• Preprogramming a calculator or other electronic device to contain answers, formulas, or other unauthorized information for use during a quiz or examination.
• Acquiring a copy of an examination from an unauthorized source prior to the examination.
• Having a substitute take an examination in one’s place.
• Having someone else prepare a term paper or other assignment.

**Fabrication:** Fabrication is the invention or falsification of sources, citations, data, or results, and recording or reporting them in any academic exercise. Some examples are:
• Citing a source that does not exist.
• Making up or falsifying evidence or data or other source materials.
• Falsifying research papers or reports by selectively omitting or altering data that do not support one’s conclusions or claimed experimental precision.

**Facilitation of Dishonesty:** Facilitation of dishonesty is knowingly or negligently allowing one’s work to be used by other students without prior approval of the instructor or otherwise aiding others in committing violations of academic integrity. A student who intentionally facilitates a violation of academic integrity can be considered to be as culpable as the student who receives the impermissible assistance, even if the facilitator does not benefit personally from the violation. Some examples are:
• Collaborating before a quiz or examination to develop methods of exchanging information.
• Knowingly allowing others to copy answers to work on a quiz or examination or assisting others to do so.
• Distributing an examination from an unauthorized source prior to the examination.
• Distributing or selling a term paper to other students.
• Taking an examination for another student.

Please note:

1) **Violations of Academic Integrity are a severe university offense.** Rutgers Instructors are expected to report all instances of academic integrity to Program Administration, which then initiates a review of its own. Students found guilty of plagiarism may be removed from the program and/or University.

2) **Academic Integrity in most instances is easy to identify and expose.**

3) **All parties involved in violating the Academic Integrity policy are considered equally guilty.** If you share your coursework with another student and he or she plagiarizes it, you are considered as guilty as the one who has plagiarized your work, since you enabled the plagiarism to take place.