

Name (printed): _____

Pharmacology Graduate Program Academic Ethics Policy and Honor Code

The strength of the scientific community depends on academic and personal integrity. At Johns Hopkins University and in the Pharmacology Graduate Program, we expect students to be honest and truthful. Ethical violations are taken seriously and may result in dismissal from the Pharmacology program. This document was assembled to educate each student regarding such violations, and gives definitions and examples below.

Academic ethics violations include any action or attempted action that may result in creating an unfair academic advantage for oneself or an unfair academic advantage or disadvantage for any other member or members of the academic community. Academic ethics violations include a wide variety of behaviors such as cheating on exams, plagiarism, re-use of assignments, improper use of the Internet and electronic devices, unauthorized collaboration, alteration of graded assignments, forgery and falsification, lying, facilitating academic dishonesty, unfair competition, infringement of the rights of others, altering academic documents or transcripts, gaining access to materials before they are meant to be available, and helping another individual to gain an unfair academic advantage. Nonexclusive examples of academic ethics violations are listed below.

If you witness an academic ethics violation, you also have an obligation to report it to a course director, faculty advisor, Pharmacology Director (Dr. Caren Freel Meyers), or Associate Dean for Graduate Student Affairs (Dr. Peter Espenshade). If you are not sure whether a violation occurred, you can confidentially consult with any of these same people. These matters are handled with discretion.

Questions regarding this Policy can be addressed to Pharmacology Graduate Program Director. We want you to clearly understand the program's expectations of you and the ethical standards that students and faculty follow. ***Ignorance of this Policy will not be accepted as an excuse.***

Note Regarding Outside Courses

Students in this Program may enroll in courses in one or more other University divisions or schools. Students are subject to this policy not only when enrolled in School of Medicine courses, but also when enrolled in courses in other University divisions or schools. Academic ethics violations in the context of those "outside" courses will be subject to and resolved under this policy.

Note Regarding Research Misconduct

Research misconduct is defined as fabrication, falsification, or plagiarism in proposing, performing, or reviewing research, or in reporting research results. Research misconduct does not include honest error or differences of opinion. For a complete definition, refer to The Johns Hopkins University Research Integrity Policy ("Policy") available at https://www.jhu.edu/assets/uploads/2017/08/university_research_integrity_policy.pdf. The Policy applies to all University faculty, trainees, students, and staff engaged in the proposing, performing, reviewing, or reporting of research, regardless of funding source. Allegations of research misconduct regarding a student should be referred to the Research Integrity Officer for assessment under that Policy, but may also be directed to the department chair or Dean of the responsible unit where the alleged research misconduct occurred. The procedure for addressing allegations of research misconduct at the School of Medicine is additionally governed by the Johns Hopkins University School of Medicine Procedures for Dealing with Issues of Research Misconduct. If a violation of this Policy is suspected, the case will be turned over to the office of the Associate Dean for Graduate Student Affairs, and a disciplinary hearing will be held if warranted. If it is determined that a student has violated any component of the honor code, he/she is may be subject to one or more sanctions, including without limitation dismissal from the Program.

ACADEMIC ETHICS VIOLATIONS & DEFINITIONS

Plagiarism

Examples of plagiarism include:

- Use of material produced by another person without acknowledging its source (including but not limited to an internet source)
- Submission of the same or substantially similar work of another person, such as an author or fellow student
- Improper documentation of quotations, words, ideas, or paraphrased passages taken from published or unpublished sources (including but not limited to an internet source)
- Use of another person's work (e.g., lab data, experiments) and representing it as one's own
- Unauthorized submission of a paper as original work when the paper has received credit in another course
- Paraphrasing of another person's characteristic or original phraseology, metaphor, or other literary device without acknowledgment

Remember that any words taken verbatim from a source must be cited and contained within quotation marks. Even if you have paraphrased an idea from a source you must provide the appropriate citations. For help with citations, the Hopkins' Eisenhower Library has this resource: library.jhu.edu/researchhelp/index.html. IT@Hopkins and the Welch Medical Library provide free subscriptions to [RefWorks](#) to all Hopkins affiliates.

Cheating

- Use of unauthorized materials (e.g., devices, notes, books) during an in-class or take-home examination
- Consultation of unauthorized materials while being excused (e.g., on a bathroom break) from an exam room
- Copying answers from another student or allowing another student to copy your answers
- Unauthorized discussion of an exam's content during its administration
- Obtaining an examination or answers to an examination prior to its administration
- Studying from an old exam whose circulation was prohibited by the instructor
- Acting as a substitute for another or utilizing another as a substitute during an evaluation of any type
- Any unauthorized dissemination, reproducing, displaying, sharing, or transmitting of any course material content (e.g., slides, recordings, tests, exams), whether for compensation or not, such that other student(s) have access to such materials
- Use of paper writing services or paper databases on the Internet
- Consultation of unauthorized electronic devices (e.g., calculators, cellular phones, PDAs, computers) during exams
- Use of electronic devices to communicate within or outside an examination room (e.g., use of cellular phones is not permitted during an exam)
- Storage of test answers, class notes and other references in electronic devices for use during exam
- Improper use during examination of email, text paging, beaming, and instant messaging

- Collaboration on take home assignments, exams, or papers, unless explicitly approved by the course director
- Submission of an examination or assignment for regrading after making changes to the original answers

Forgery and Falsification

- Falsification or invention of data in laboratory experiments or data analysis
- Citation of nonexistent sources or creation of false information
- Attributing to a source ideas or information not included in the source
- Forgery of university documents, such as academic transcripts and letters of reference

Lying

- Request for special consideration from faculty or university officials based upon false information or deception
- Fabrication of a medical or emergency excuse as a reason for needing an extension on an assignment or for missing an examination
- Falsely claiming to have completed and/or turned in an assignment
- Falsely reporting an ethics violation by another student
- Impersonating a faculty or staff member.
- Failing to identify yourself honestly in the context of an academic obligation.

Facilitating Academic Dishonesty

- Intentionally or knowingly aiding another student to commit a violation of academic conduct
- Allowing another student to copy from one's exam during administration of the exam
- Providing copies of course material whose circulation was prohibited (e.g., exams or assignments) to students enrolled in or planning to take that course
- Taking an examination or completing an assignment for another, or permitting one to do so

Unfair Competition

- Willfully damaging the academic efforts of other students
- Stealing another student's academic materials (e.g., book, notes, assignment, computer disks, etc.)
- Denying another student needed resources such as hiding library materials or lab equipment

HONOR CODE

Infringement on the Rights of Others

- Using behavior that jeopardizes the rights, health, safety or welfare of members of the JHU community, or jeopardizes the orderly functioning of University related activities
- Assault, destruction or defacement of property, theft, and disruption of classes or other events

Violation of any of the rules and regulations of the Johns Hopkins University and the School of Medicine

PROCEDURES

Violations of this Policy will be resolved pursuant to the School of Medicine Procedures Relating to Student Discipline available at <http://www.hopkinsmedicine.org/som/students/policies/discipline.html>.

As a Pharmacology graduate student at The Johns Hopkins University School of Medicine, I pledge to follow the Policy outlined above. By signing, I acknowledge reading and understanding this Policy.

Signature

Date