



Plagiarism Policy
Revised: Oct. 22, 2020

Plagiarism is a form of academic misconduct, which is not tolerated by the University or the Sandra Rosenbaum School of Social Work. Plagiarism seeks to claim credit for the work or effort of another without citation or authorization.

The School of Social Work defines plagiarism as:

1. The appropriation of passages or complete works of another person and submitting them as one's own work – in either written materials or speeches.
2. The presentation of ideas of others as one's own without giving credit.

There are two major forms of plagiarism:

1. Using direct quotes from others' written or spoken work and presenting them as one's own words without using proper quotation marks or offsetting and/or with failure to identify the source of the ideas.
2. Paraphrasing the ideas or research findings of another person(s), with failure to identify the source of the ideas.

Note that slight changes to the author's original text, even with a citation, is plagiarism if the material is presented as the student's own or it isn't clear to what extent the original author's text is cited. Please see <https://writing.wisc.edu/handbook/assignments/quoting/sources/>

Process:

- If an instructor suspects a student has plagiarized, the instructor will contact the student to discuss their concern.
- If the instructor determines that the student has plagiarized, the instructor will decide on a sanction in accordance with the misconduct rules in UWS 14.

Sanction:

- Based on the seriousness of the sanction, the instructor may inform the Dean of Student's Office. The only sanctions that can be imposed without notifying the Dean of

Students Office are: 1) oral reprimand; 2) written reprimand presented only to the student; and 3) an assignment to repeat the work on its merits.

- More serious sanctions may include a zero on the assignment or exam, a lower grade in the course or failure in the course. The School of Social Work will inform the Dean of Student's Office when imposing any of these sanctions. This action is taken so the Dean of Student's Office can decide whether to seek additional sanctions.
- Repeated acts of academic misconduct may result in more serious actions such as removal from the course in progress, disciplinary probation or suspension, or expulsion (<https://conduct.students.wisc.edu/misconduct/academic-integrity/>).
- Note: Students can appeal any sanctions.

For more information:

Academic misconduct is governed by state law, UWS Chapter 14:

https://docs.legis.wisconsin.gov/code/admin_code/uws/14.pdf

For guidelines on quoting and paraphrasing:

UW-Madison Writing Center: <https://writing.wisc.edu/handbook/assignments/quoting/sources/>