

LEWIS UNIVERSITY INTERNATIONAL STUDENT ACADEMIC INTEGRITY CONTRACT

Academic Honesty

Academic integrity lies at the heart of Lewis University. Plagiarism, collusion, and other forms of cheating or scholastic dishonesty are incompatible with the principles of the University. Students engaging in such activities are subject to loss of credit and expulsion from the University. Cases involving academic dishonesty are initially considered and determined at the instructor level. If the student is not satisfied with the instructor's explanation, the student may appeal at the department/program level. The appeal of the department /program decision must be made to the Dean of the college/school. The Dean reviews the appeal and makes the final decision in all cases except those in which suspension or expulsion is recommended, and in these cases, the Provost makes the final decision.

Examples of breaking Academic Honesty

- Copying assignments and projects found on the internet.
- Submitting work as your own, that you did not create.
- Conducting group work when it is an individual assignment.
- Paying for services to complete homework, projects, assignments, forums, etc.
- Not following the classroom behavior rules
- Not attending all required classes and courses registered for.

Classroom Behavior

In order to maintain an environment conducive to learning and student development, it is expected that classroom discourse is respectful and non-disruptive. The primary responsibility for managing the classroom environment rests with the faculty. Students who engage in any prohibited or unlawful acts that result in disruption of a class may be directed by the faculty member to leave class for the remainder of the class period. Students considered to be a disruption or who present a threat of potential harm to self or others may be referred for action to the Dean of Student Services.

Examples of poor classroom behavior

- Showing up late to class
- Not having textbooks for class
- Not having class materials like paper, pens, or laptops prepared for class
- Not submitting homework and assignments prior to class
- Not following the Lewis Flyer's Promise code for health
- Having student-to-student conversations in the classroom

Possible outcomes for not following the rules

- **Being placed on Academic Probation and possible dismissal from the university.**
- **No opportunity or denial of CPT/OPT during your degree.**
- **Cancellation of visa at Lewis University as determined by the Office of International Affairs.**

Resources for support

Faculty

If a situation arises where help is needed, please reach out to the faculty member. They are glad to answer questions about the readings, homework, projects, and resources needed for class.

Writing Center

Located within the Library (1st floor), the Writing Center offers face-to-face peer tutoring for students' course writing. Writing tutors are available during weekdays, in the evening, and on weekends in the library. Online response to course

writing is also available for students who are not on the main campus in Romeoville. Students can either make a Real-Time Online response appointment or email their paper to WritingCenter@lewisu.edu for feedback.

The Writing Center offers assistance with:

- Avoiding plagiarism
- Generating ideas and developing content
- Organizing, editing, and revising
- Forming coherent paragraphs
- Improving research skills

To make an appointment, please contact the Writing Center at (815) 836-5427 or visit www.lewisu.edu/appointment.

Library

The Lewis University Library is an important intellectual center on campus. In addition to books and periodicals, the library houses a curriculum collection, a government depository, and copy machines. The Lewis University Library has a comfortable seating capacity for more than 400 students. There are four group study rooms available as well as a faculty study room, and two library conference rooms. Additionally, the library is a wireless site for laptop personal computers

Library hours during the regular session are:

Monday – Thursday7:45 am - 12:00 midnight

Friday 7:45 am - 7:00 pm

Saturday 9:00 am - 7:00 pm

Sunday12:00 noon - 12:00 midnight

International Student and Global Scholar Services Contact Information

Michael Fekete - Director, PDSO

Office location: LR-G03C

Email: feketemi@lewisu.edu

Phone: 815 836 5549

For more information about Academic Honesty and to read the Student Handbook please see the following links:

<http://www.lewisu.edu/AQIP/studenthandbook.pdf> and US Education System -
<https://youtu.be/PmZTvw9MXhQ>

I fully understand the academic integrity of Lewis University and the possible outcomes for not following the rules.

FULL LEGAL NAME, SIGNATURE, AND DATE ABOVE