



Administrative Procedure 6642 PLAGIARISM, CHEATING AND UNAUTHORIZED USE OF ARTIFICIAL INTELLIGENCE PROHIBITED

Responsible Office: Office of Academics

PURPOSE

This Administrative Procedure describes and defines protocols related to academic dishonesty, which includes plagiarism, cheating, and unauthorized and/or prohibited use of artificial intelligence.

DEFINITIONS

"Academic Dishonesty" refers to any deceptive, fraudulent, or unauthorized behavior intended to gain an unfair academic advantage or misrepresent student learning. Academic dishonesty includes but is not limited to plagiarism and cheating.

"Artificial Intelligence" (AI) refers to computer systems that perform tasks that typically require human intelligence, such as visual perception, speech recognition, decision-making, and translation between languages.

"Artificial Intelligence Technologies" (AI Technologies) refers to tools, utilities, software, or systems that use AI or machine learning to perform tasks that mimic or support human intelligence.

"Cheating" refers to obtaining, attempting to obtain, or helping another student obtain academic credit through deceptive or dishonest means, including the unauthorized use or sharing of information and the unauthorized use of AI.

"Digital Resources" refers to materials that are created or converted into digital forms, including internet web pages, electronic books, online articles, and journal publications.

"Generative Artificial Intelligence" (Generative AI) refers to AI technology that can create content, including text, images, audio, and synthetic data. These tools can answer questions, revise or generate written material, solve problems or equations, and create art.

"Plagiarism" refers to using another person's words, ideas, or work without proper acknowledgement or citation of the original source.

PROCEDURE

1. Academic Integrity
 - a. The District is committed to promoting academic integrity and intellectual honesty.

- b. Students are expected to complete and submit their own work and appropriately acknowledge and cite the words, ideas, and contributions of others and/or other sources of information.
 - c. Plagiarism, cheating, unauthorized use of AI Technologies, and other forms of academic dishonesty interfere with the educational process and the accurate evaluation of student learning.
- 2. Plagiarism is prohibited.
 - a. Plagiarism includes but is not limited to:
 - i. Using another person's words without proper quotation or attribution;
 - ii. Using information, ideas, or content from any source, including Digital Resources, without proper citation; or
 - iii. Submitting another person's work, in whole or in part, as the student's own.
- 3. Cheating is prohibited.
 - a. Cheating includes but is not limited to:
 - i. Copying answers on a test or assignment from another student with or without that person's knowledge or any other source, such as unpermitted study aids such as "cheat sheets" or web-based resources;
 - ii. Giving, receiving or sharing answers on a test or assignment without teacher permission, including but not limited to, texting, emailing, talking, or gestures;
 - iii. Obtaining or receiving test questions or answers before an exam, use of web-based resources during an exam;
 - iv. Taking, using or sharing test materials, questions or answers without authorization; or
 - v. Falsifying grades, grade reports or grade records.
- 4. Responsible Use of AI Technologies.
 - a. Students may use approved AI technology for educational purposes when authorized by the teacher and in accordance with the teacher's

instructions for a particular assignment or course. Students using AI technology or other sources must cite or give credit to the tools and sources used.

- b. Teachers who authorize, direct, or require the use of AI technology for educational purposes shall utilize District-approved digital tools and AI technologies. Teachers have the authority to determine whether and how AI technology may be used in their classes. Teachers who authorize the use of AI technology for educational purposes, must provide oversight and guidance on permissible use of the AI and explain any limitations or restrictions on use of AI.
- c. Use of AI Technology for Accommodations and Language Access.
 - i. Students may use AI technology for language access, translation, communication support, disability-related accommodations, or other educational supports when such use is required by a student's Individualized Education Program (IEP), Section 504 Plan, English Learner (EL) services, or other District-approved instructional support when it is on the District-approved AI or digital learning tool list. Teachers shall not prohibit or restrict the use of AI technology when such use constitutes a required accommodation, modification, related service, assistive technology, language-access support, or other support authorized by law or District procedures.
 - ii. Examples may include, but are not limited to, AI-assisted translation for multilingual learners, speech-to-text, text-to-speech, communication supports, reading assistance, writing support, and other assistive technology tools identified through a student's IEP, Section 504 Plan, EL services, or approved instructional supports.
 - iii. The use of AI technology identified in a student's IEP, Section 504 Plan, EL services, or approved instructional supports shall not be considered plagiarism, cheating, academic dishonesty, or unauthorized use of AI technology. Students must nevertheless demonstrate their own knowledge, skills, and understanding to the extent required by the assignment and comply with any assignment-specific requirements that do not conflict with identified student required accommodations, modifications, or language-access supports.

- d. Unauthorized use of AI technology may constitute plagiarism or cheating.
 - i. Students are prohibited from submitting work created by AI technology and representing it as their own. If students use AI technology with permission from the teacher, students must comply with teacher instructions regarding disclosure, citation, and documentation of AI use.
 - ii. Students who use AI technology on assignments without permission or use AI technology in a manner inconsistent with teacher instructions, are in violation of this Administrative Procedure and may be subject to consequences for plagiarism, cheating and academic dishonesty.
- 5. Teachers are responsible for creating a climate in which intellectual honesty is valued and respected by:
 - a. Acquainting students with the plagiarism and cheating policy to ensure full awareness of the consequences of plagiarism;
 - b. Enforcing the plagiarism/cheating policy equally, without regard to the student's class standing;
 - c. Teaching the proper methodology for citing sources and note-taking so that students understand how to avoid plagiarism;
 - d. Meeting with students when questions arise;
 - e. Monitoring tests and quizzes to reduce the temptation to cheat; and
 - f. Teachers shall be the final arbiters for when artificial intelligence is used in the classroom.
- 6. Consequences of academic dishonesty.
 - a. Students who engage in academic dishonesty, such as plagiarism, cheating or unauthorized use of AI technology are subject to consequences, which can include but are not limited to:
 - i. No credit for the assignment or test;
 - ii. Reduction of citizenship grade; and/or
 - iii. Required completion of alternative assignment or test for partial credit.

- b. Disciplinary measures for academic dishonesty are at the discretion of the classroom teacher after consultation with school administration. Decisions will be based on the severity of the academic dishonesty. School administration may impose additional consequences if conditions so warrant.

LEGAL REQUIREMENTS & ASSOCIATED DOCUMENTS

1. This Administrative Procedure reflects the goals of the District's Strategic Plan and aligns/complies with the governing documents of the District, to include:
 - a. Board Policy 5100, Student Behavior;
 - b. Board Policy 6605, Academics Curriculum and Content Standards;
 - c. Board Policy 7200, 21st Century and Digital Learning;
 - d. Administrative Regulation 5810, Use of Personal Electronic Devices by Students-Prohibited Conduct; and
 - e. Administrative Regulation 7211, Responsible Use and Internet Safety.
2. This Administrative Procedure aligns/complies with Nevada Revised Statutes (NRS) and Nevada Administrative Code (NAC), to include:
 - a. NRS Chapter 392, Pupils, and specifically:
 - i. NRS 392.461: Code of honor relating to cheating; contents; distribution.

REVISION HISTORY

Date	Revision	Modification
07/2009	1.0	Adopted as Accepted Practice
04/01/2012	2.0	Revised
01/03/2014	3.0	Revised to convert to Administrative Procedure
05/16/2024	4.0	Revised to add definitions, add language related to unapproved use of artificial intelligence.
10/13/2026	5.0	Revised title and document to reflect that it also includes artificial intelligence, removed FAQ section, updated definitions.