



# **Honor Code Informational Guide for Students**



# Introduction

The University of Richmond Honor Councils is the organization responsible for upholding our campus' traditions and values with respect to academic integrity. We are an organization run for students, by students, and without you, our operations would not be possible.

## Who We Are

The Honor Councils consists of about 70 passionate students. Our Executive Committee has four representatives from each Westhampton College and Richmond College. Our appointments run from January 1<sup>st</sup> through December 31<sup>st</sup>. The current Executive Committee is led by a Chair from each Richmond and Westhampton Colleges, and our advisors are [Dean Mia Reinoso Genoni](#) and [Dean Joe Boehman](#).

## Why We Need Your Support

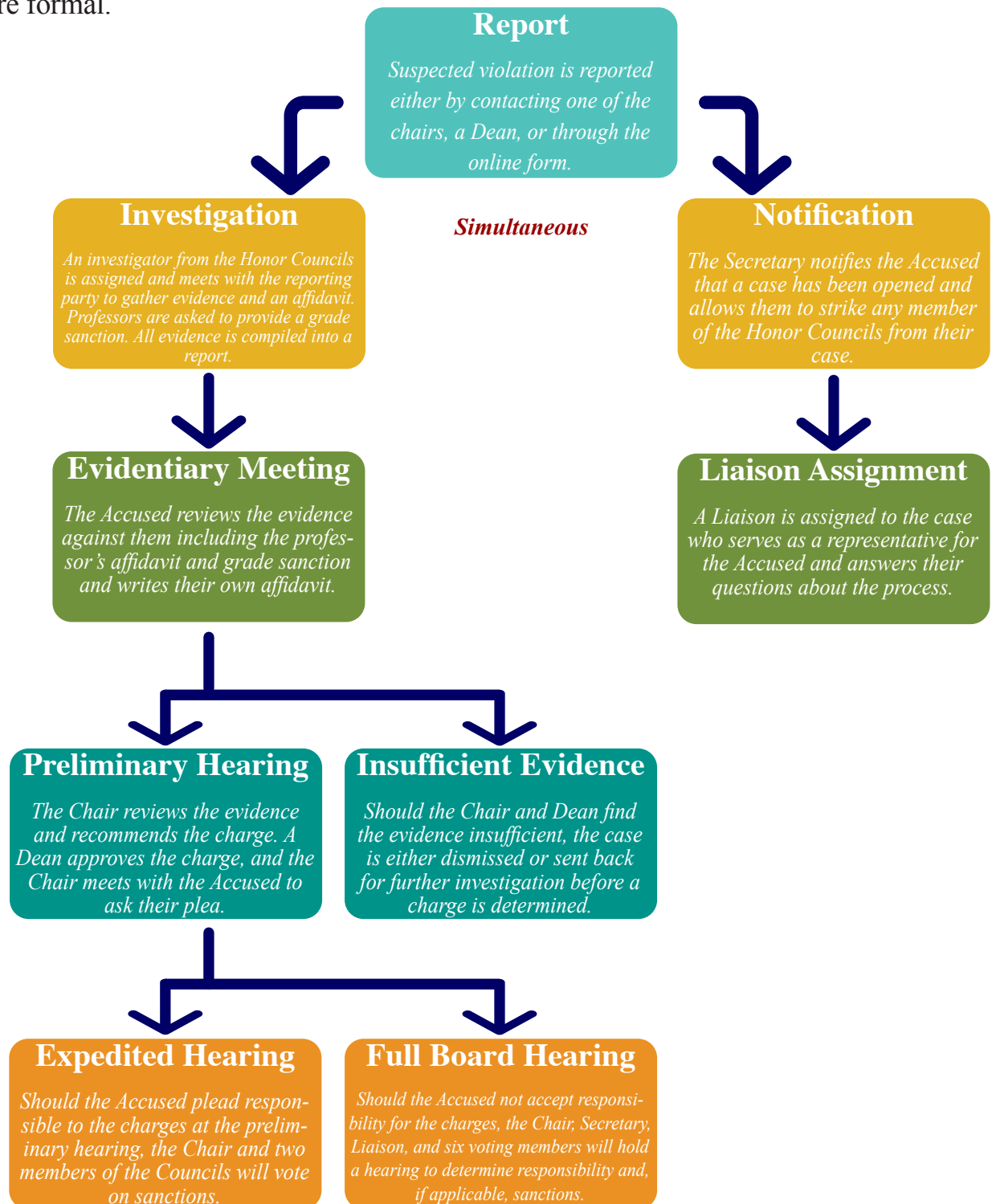
*“A Richmond education prepares students for lives of purpose, thoughtful inquiry, and responsible leadership in a diverse world.”*

*- University of Richmond Mission*

The fact of the matter is that integrity is requisite for every facet of life — accounting majors finding fraud, English majors providing reliable information, chemistry majors conducting ethical experiments, or computer science majors ensuring data privacy. The list goes on. As the students of our University, you both benefit from and shape this Richmond experience for others. In an environment of learning and opportunity, we must work together to send forth the students of tomorrow with the integrity they need for success.

# How the Process Works

The revised system, put into effect in January of 2020, creates a streamlined process that is easy for all involved parties to engage with. Once a violation is reported, one of the Secretaries will email you notifying you that you have been accused of an Honor Code violation. We try to have each meeting in our process 3-5 business days apart, but this can vary depending on a student's response rate. Our entire process is non-adversarial and student-led. In keeping with this spirit, evidentiary and preliminary hearings are casual meetings in a small-group setting while the full board hearing is more formal.



# Reporting a Violation

All instances of potential Honor Code violations can be reported via the website of the [Honor Councils](#). Additionally, you can email [Dean Mia Reinoso Genoni](#) or [Dean Joe Boehman](#) directly to file a report.

**Report a Violation  
Now**

## The Two-Strike System

At UR, we have a two-strike system. The process of the Honor Councils is meant to be rehabilitative. We believe that students should have the opportunity to learn from their mistakes and therefore treat the first violation as an educational process. Accordingly, if the student is found responsible of a second violation, they typically face expulsion from the University. In order to foster a consistent educational experience for all students, it is crucial for everyone to report suspected violations of the Honor Code. By doing so, you assist the Honor Councils in our mission of creating a community that upholds the highest standards of academic integrity.

## Your Liaison

The first time that you will meet with an Honor Councils representative will be the Evidentiary Meeting. At this meeting, you will be introduced to the Investigator and your Liaison, and you will also be able to review the evidence in your case. Your liaison is assigned to you, though you may also request someone on the Councils. In addition to your Liaison, you may contact the Chair, Investigator, or College Dean at any time if you have questions.

## Your Affidavit

Once you review the evidence, you will be asked to compile an affidavit. This affidavit is your statement about the events that transpired. We believe that you are your own best advocate and encourage you to write your affidavit with this in mind. As such, you should include whatever you feel is important for the Councils to know. Affidavits vary in length from one paragraph to over a page and can address any topic that you believe to be relevant.

# Sanctions

If found responsible of a first violation, a student will face two automatic sanctions: Letter of Reprimand and Honor Probation through graduation. Additionally, your professor will provide a grade sanction along with their affidavit. For a first strike, creative sanctions, such as meeting with a librarian or writing consultant, may also be assigned to further the student's understanding of completing assignments in accordance with the Honor Code. Being found responsible of a second violation typically results in expulsion. Below are some common examples of professor grade sanctions:

## **Grade Cap**

*Setting a maximum grade for the course that the student can achieve, regardless of their current or future grades.*

## **Assignment Failure**

*A failing grade or a grade of 0% on the assignment on the singular assignment on which the student allegedly violated the Honor Code.*

## **Grade Reduction**

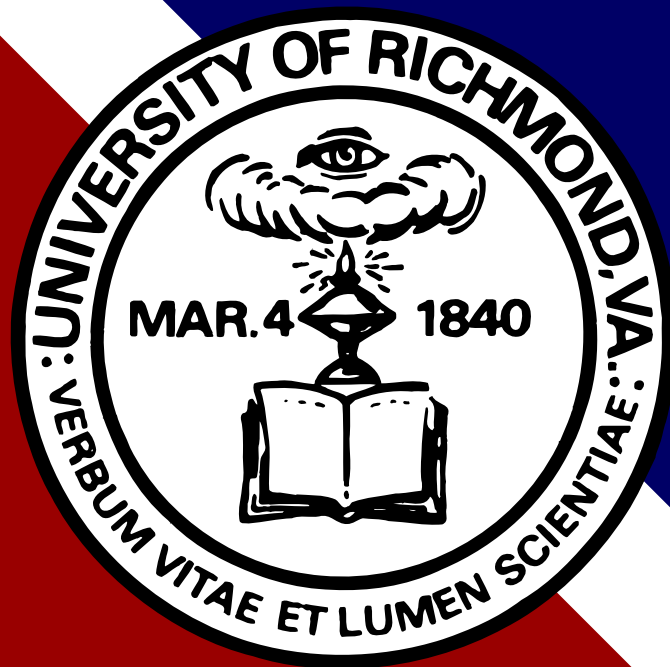
*Reducing the student's grade on either the assignment or the course by a set amount.*

## **Course Failure**

*A letter grade of an F for the course.*

# Conclusion

We hope this guide has been informative and we appreciate the time that you've taken to read it. We want to reiterate that it is important to report every potential violation in order to foster the environment of student accountability that is integral to the character of this University. We understand the gravity of filing a report, but our process is one that seeks to educate our peers and is tailored to their specific needs. This educational aspect is the most important part of our process, and it starts with your support. Thank you so much — we could not do this without you.



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# The University of Richmond Honor Councils

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