



DEPARTMENT OF
 CURRICULUM AND INSTRUCTION
 College of Education
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C&I Take Home Qualifying Exam Rules and Academic Conduct Form

STUDENT INFORMATION:

Name: _____ Student Z#: _____
Last First

FAU Email: _____

Dissertation chair: _____

In choosing the “Take Home Qualifying Exam” option, students are agreeing to abide by the following Honor Code: Intellectual honesty is vital to an academic community, to the rigor and reputation of this doctoral program, and for the fair evaluation of the qualifying exam. All qualifying exam responses submitted by the doctoral student should be their own, completed in accordance with the University’s academic regulations. If a student’s work is found to have transgressed any of the University academic regulations or any of the misconduct activities listed below, their responses will be disqualified and the student will be immediately exited from the doctoral program.

The following activities will be considered as academic misconduct:

1. All academic misconduct activities listed in graduate school’s policy.
2. Failure of citing a paper with similar ideas or citing a paper in an improper way (e.g., using a direct quote without citation, or intentionally misrepresenting the idea or results in that paper). While students are allowed to quote from outside sources, information that is not quoted and which is taken word-for-word from an outside source may be flagged by the advisor.
3. Self-plagiarism: a student’s qualifying exam answer that has significant overlap with any research that the student has published previously (including independent studies and papers) or has submitted as part of coursework where the student fails to indicate the differences between their qualifying exam answer and the work previously published or submitted for coursework.
4. Discussing the exam questions or possible answers with anyone else (including students and faculty members) or receiving any outside help in responding to the questions.
5. Any use of ChatGPT or other variations of AI composition software or natural language processing tools driven by AI technology that have the ability to compose essays.
6. Intentionally asking faculty or other students questions to narrow down the scope of reading list or to infer the qualifying exam questions.

Advisors can, at their discretion, submit a doctoral student’s responses to a plagiarism, originality, or AI composition check tool.

Date that the take home qualifying exam will be sent to the student: _____

Date that the take home qualifying exam must be submitted by the student to the dissertation chair: _____

Oral Defense information: Students must take part in an oral defense of their responses, in person or by video, which may be recorded if the full committee cannot attend. The duration of the oral defense will be determined by the doctoral chair. The oral defense will be prescheduled along with the date of the qualifying exam.

- **Tentative date that the student's oral defense will be held (should be approximately 2 weeks after qualifying exam submission):** _____

Required Student Signature:

"I understand that if I fail to meet the requirements stipulated in this C&I Take Home Qualifying Exam Rules and Academic Conduct Form, my graduate program may initiate an academic dismissal. If dismissed, any courses that I may take in the future as a graduate non-degree seeking student, or as a graduate student at another institution, will not count towards fulfilling degree requirements should I ever be readmitted into this graduate program in the future."

Student Signature: _____ **Date:** _____

Department Chair Signature: _____ **Date:** _____