



INTEGRITY STATEMENT FOR ONLINE TESTING

State Leadership and Skills Conference
SkillsUSA Florida

STATEMENT OF PURPOSE

Academic integrity is essential to our organizational Framework and must be one of the guiding principles of our work as SkillsUSA members. To act with integrity is to do the right thing and behave ethically. It is aligning your conduct with what you know to be excellent. It means understanding, accepting, and choosing to live in accordance with one's principles.

Each member of our organization must be committed to the principles of honesty and fairness. Advisors are expected to model appropriate behavior and demonstrate their commitment to our organizational principles. Students also bear responsibility for upholding the culture of integrity in our organization. Maintaining this culture, and our organizational values, requires that students do not tolerate the actions of those members who engage in inappropriate behavior.

DEFINITION

Academic integrity ensures that all students have a fair and equal opportunity to succeed. Any behavior that provides an unfair advantage to one student is unacceptable and will not be tolerated. Each piece of work completed by a student must be solely a reflection of that student's own work or his or her contribution to a collaborative effort.

PROCTORING POLICY

By signing this agreement, I attest that the following standards were met:

- Each competitor only completed exams assigned to them, as the contestant in a SkillsUSA Florida state competition.
- Competitors did not receive unauthorized assistance during the contest, except for technical assistance, as needed.
- All testing proctors met the following criteria:
 - The testing proctor is a school employee.
 - The testing proctor is not the contestant's instructor, or if the contestant's instructor is present, a second instructor not associated with the student is also present.
- Calculators, note paper, books and notes were only allowed as stated in the contest Technical Standards, or in an official Contest Update.

- Students were not permitted to browse the internet, access email, course materials, computer software or use any other form of electronic aid during testing.
- Students were not permitted to print, copy or remove exam material from testing room
- Cheating is NEVER tolerated, and contestants found cheating were dismissed and the State Director notified.
 - If an examinee is suspected of cheating after the exam is submitted, the State Director will notify the Lead Advisor at the school to investigate and discuss what appropriate actions may be taken. Cheating may include making an effort to remove test materials or notes from the testing room, not following test procedures, failing to stop work when time is called, disturbing or attempting to get answers from another examinee, using unauthorized aids during testing and disregarding the proctor's instructions.
- Contestants were not permitted to talk or otherwise communicate with others during the exam.

SCHOOL NAME: _____

LEAD ADVISOR NAME: _____

LEAD ADVISOR SIGNATURE: _____

DATE: _____