

# SOUTHWESTERN LAW SCHOOL

## L O S A N G E L E S

### Student Honor Code

**Revision history:** Formerly a part of the annually revised Student Handbook. Established as a standalone policy August 2022.

**Related policies:** Sexual Misconduct Policy; Policy to Prevent Discrimination, Harassment, and Retaliation.

**Scheduled Review Date:** June 2023 (Dean of Students and Diversity Affairs Office)

#### A. Preamble

Law students, as future attorneys, are subject to the responsibilities and ethical standards of the legal profession.

The well-being of the legal profession and the integrity of the academic community at Southwestern depend upon the maintenance of the highest ethical standards. Nothing less is expected of Southwestern students.

#### B. Misconduct

All forms of ethical misconduct are prohibited at Southwestern, including at Southwestern housing, after-hours on Southwestern property, or at off-campus law school-related activities. Any action or occurrence in violation of this Student Honor Code is equally violative whether or not taking place in cyberspace or by or through any other electronic device or virtual environment. Types of misconduct may include, but are not limited to, the following:

1. Academic Dishonesty

Engaging in dishonest conduct in connection with examinations, written work or other academic activity.

i. Cheating:

- a. The giving or receiving of unauthorized information in taking exams, writing papers or other assignments.
  - b. Submitting work done for another course, unless specifically authorized by the faculty.
  - c. Violating any regulation concerning the examination environment or of the general custom and conduct of students in taking exams (proctor's instructions, time restraints, interaction between students during the exam, etc.).
  - d. Revealing information to the faculty that would compromise exam anonymity during the grading process.
  - e. Providing unauthorized assistance to others during their exams or writing papers or assignments.
  - f. Obtaining unauthorized prior knowledge of an exam or assignment without notifying the Dean of Students Office immediately.
  - g. Committing any other act in the course of academic work which defrauds or misrepresents, including aiding or abetting in any of the actions defined above.
- ii. Plagiarism:
- a. Incorporation, either verbatim or in substance, of any passage from the work of another into one's own work without attribution.
  - b. Representation of the work of another as one's own.

## 2. Misrepresentation

Engaging in acts of misrepresentation or dishonesty.

- i. Falsifying a signature on any form, document, or paper.
- ii. Misrepresenting attendance in a class by signing into class and leaving the class session before it has ended without permission or aiding a student in misrepresenting their attendance.
- iii. Forging, written or oral false statement and/or the altering, or misuse of documents, records, stationery, logo or documentation.
- iv. Providing information that the student knows is false or misleading to any faculty or staff including, but not limited to, providing false or misleading information for financial aid application, academic petitions, exam change requests, or requests for accommodations.
- v. Falsely accusing another student of violating the Student Honor Code.
- vi. Any act or omission which results in conviction of an offense involving moral turpitude.

3. Misuse of Property and Services

Unauthorized taking, destroying or damaging property, or misusing services or facilities of the Law School, faculty, staff, or other students.

- i. Stealing or damaging other students' books, notes, papers, or other academic materials.
- ii. Stealing, damaging, destroying, or misusing property or materials belonging to the Law School or others.
- iii. Unauthorized possession, duplication or use of Law School keys.
- iv. Misuse of computers and technology

4. Disruptive or Unprofessional Conduct

Engaging in acts of disruptive or unprofessional conduct.

- i. Conduct that disrupts a classroom environment.
- ii. Conduct that interferes with the professor's teaching or students' learning.
- iii. Verbally threatening, abusing, or harassing any law school administrator, faculty, staff, or employee in the performance of their duties.
- iv. Disorderly, lewd, indecent, or obscene conduct or expression.
- v. Being inebriated on campus.
- vi. Use of illegal drugs.
- vii. Unauthorized possession of firearms, explosives, other weapons, prop/toy weapons, or dangerous chemicals on campus.

5. Harassment

All forms of harassment of fellow students, faculty, staff, visitors, and others associated with law school related activities. Violations will be handled pursuant to the specific policy and procedures, depending on the nature of the conduct.

- i. Retaliation or threat of retaliation against someone who filed, threatened to file or served as a witness to an honor code violation complaint.
- ii. Any violation of the [Policy to Prevent Discrimination, Harassment, and Retaliation](#).
- iii. Conduct that violates the [Sexual Misconduct Policy](#).

6. Violation of any Covid-19 or other health and safety related policies set forth by the Law School.

7. Violation of any regulation concerning the academic environment or the on-campus residential environment.
8. Conduct that could be deemed a violation of ethical standards governing the profession.
9. Assisting in the misconduct of another student.
10. Violation of Distance Education or Online Protocols

Students will refrain during all Distance Education or online activities from dishonest, abusive, or disruptive conduct, including but not limited to the following:

- i. falsifying their presence or participation in Distance Education or online activities;
- ii. using applications, programs, or services to perform or assist in performing their work in violation of the Honor Code or the provisions of the professor's syllabus;
- iii. receiving assistance from other persons in the performance of their work in violation of the Honor Code or the provisions of the professor's syllabus;
- iv. copying or using without permission or attribution any online or other source;
- v. using Distance Education or online facilities or activities to knowingly harm another member of the Law School's Community;
- vi. Manipulating or interfering with Distance Education or online program facilities or activities without authorization.

### **C. Interim Measures**

The Dean of Students, in consultation with the Vice Dean(s), may at any time, suspend some or all student rights and/or access to the law school premises pending Honor Code Committee review. The Dean of Students may impose actions including, but not limited to, no contact orders or interim suspension when, in their judgment, not imposing the interim measures will, more likely than not, create or continue:

1. An unsafe situation or other serious harm for one or more members of the law school community, or
2. A disruptive or hostile learning environment that interferes with academic activities. For this purpose, academic activities includes, but is not limited to studying, teaching, research, advising, student services, conduct proceedings; and such administrative operations related to security or safety.

If an interim measure is imposed, the Dean of Students will make reasonable efforts to communicate such action in writing to the student as soon as is practicable after such decision is made.

#### **D. Violations**

Alleged violations of the Honor Code will normally be referred to the HCC. The functions and procedures of this body are described in its By-Laws, which appear below.

Any conduct that could be deemed a violation of ethical requirements governing the profession would indicate that an individual is not qualified for admission to the profession and, therefore, may be subject to termination of enrollment or other appropriate disciplinary measures as determined by the HCC.

#### **E. Sanctions**

When a student has been found by the HCC to have violated the Southwestern Student Honor Code, one or more of the following sanctions may be recommended by the HCC to the Dean:

1. Oral or written reprimand;
2. Probation;
3. Suspension of rights and privileges in the law school;
4. Suspension from the law school;
5. Expulsion;
6. Any other reasonable sanction deemed proper by the HCC.

Students should be aware that imposition of a penalty will be communicated to any bar to which the student seeks admission with or without the student's consent for disclosure. Moreover, certification by the law school may be withheld where a student is facing a HCC determination in regard to an alleged Honor Code violation, or has yet to complete sanctions resulting from such violation. Details of the procedures for handling charges of student misconduct are set out below. Violations of on-campus housing rules and regulations, whether or not also violations of the Southwestern Student Honor Code, may also give rise to fines, damages and eviction as more fully set out in the housing contract, which are separately administered by the housing contract management company and are not dependent on or limited by the HCC process.