

## **Notice Concerning Misconduct in Exams, Reports, and Other School Assignments**

The School of Social Sciences defines the following 12 actions, including actions applied accordingly, as academic misconduct in exams (refer to the Note shown below).

**When such misconduct is confirmed, all the courses for the semester** in which the student is enrolled during the commission of the offence **will be fail grade**, and the student may also be subject to further severe disciplinary action, such as suspension or a reprimand. If this happens, students may not be able to graduate in the standard 4 years. To avoid such a situation, please exercise great caution.

- (1) Taking exams on behalf of someone else or having someone take the exams on your behalf
- (2) Bringing unauthorized materials prepared for the purpose of illegal use into the exam room
- (3) Using unauthorized materials (reference books, notes or other electronic devices) during the exams
- (4) Writing notes on the desks for dishonest purposes before exams and/or referring to such notes during the exams
- (5) Looking at other students' answers and/or engaging in private conversations or actions of communication during exams
- (6) Copying other students' answers or letting other students copy your answers
- (7) Exchanging your answer sheets with other students or using another students' answer sheets
- (8) Destroying answer sheets, writing false names on the answer sheets, taking answer sheets out of the exam room or other acts that disrupt the arrangement of answer sheets
- (9) False application for makeup exams or re-exams  
(e.g., reporting false illness, transportation delays, and applying for exams under such pretenses)
- (10) Illegal use of materials or plagiarism when writing reports  
Plagiarism is the copying of another persons' intellectual property, either in whole or in part, without giving them proper credit through proper citation.  
(e.g., copying and pasting sentences from websites to a report or copying other persons' report)
- (11) Violation of what are explained as prohibited acts in "About the Use of Generative Artificial Intelligence"
- (12) Other actions considered harmful to the fairness of exams

Note: "Exams" are necessary for obtaining credits and refer to written exams, oral exams, thesis examinations including reports or any other forms of tests carried out on or off campus that is necessary for academic purposes.