

Notification on Punishment for Cheating on a Midterm

If a student gets caught cheating on the midterm, the student will be **punished as follows according to the school's zero tolerance policy**. So please be careful not to commit such offense.

Types of cheating (applicable to both in-person and remote exams)

1. Looking at others' answers or showing others your own answers
2. Looking at notes, textbooks, memos, or other reference books during an exam
3. Forcing others to show you their answers
4. Discussing with each other during an exam
5. Making a list of expected questions and keeping it during an exam
6. Writing notes on a desk, plastic sheet, etc.
7. Sharing the answer sheet or writing notes on the question sheet and sharing it
8. Writing down answers before the exam and submitting those answers
9. Taking a test in someone else's name or asking others to do so for you
10. Disobeying, protesting or rebelling against the exam supervisor's instructions during exams
11. Other acts of cheating

Punishment for Cheating

- Once a cheating is detected, the student will receive a penalty of an "F" for the course or all courses for which exams are scheduled on the same exam day or all courses taken in the semester. And if the matter is serious, the student may receive disciplinary measures such as probation, fixed-term suspension, indefinite suspension and expulsion.
- **Students who receive disciplinary measures will be disqualified as recipients of various scholarships until graduation.**

Cheater Punishment Process

- In the event of cheating, the validity of cheating is confirmed after fact-finding → Deliberation by the college faculty meeting → Depending on the severity of the case, a disciplinary committee is convened at the university level to decide on disciplinary action → Punished

Also, when taking a remote exam, using software not related to the exam may be considered cheating, so please **close messenger programs and other software** before taking the exam.

Once again, **zero tolerance will be given to those found cheating during the exam**, and thus students are advised to be more cautious against cheating during the exam.