

Proposed sanctions list - Cheating

In adherence to the current Ethical Code, the selection of penalty by Program Management will depend on the severity and intention behind the act. E.g. if detailed planning and preparation is evident or several students were involved, it would invite a stricter measure.

Infractions for Cheating	Deliverables	Exams/Quizes	Finals	Sanction	
Cheating in examinations, including copying from someone else's work, unauthorized communication with another person during the exam, and giving or receiving unauthorized assistance during an exam	-	Lvl 2	Lvl 2	Failing grade on the evaluation	Lvl 1
Cheating in examinations using or possessing unauthorized materials during the exams. In the case of creating materials with information that provides unfair advantage	-	Lvl 2	Lvl 2	Failing grade on the course	Lvl 2
Cheating in examinations using or possessing unauthorized materials during the exams. Particularly in the case of browsing for information during online exams that would give an unfair advantage	-	Lvl 2	Lvl 2	Loss of program endorsements to optional academic activities and events	
Obtaining unauthorized access to examination questions or answers from a current evaluation to which the student is subjected; giving or receiving advanced knowledge of such questions or answers	-	Lvl 2	Lvl 2	Removal from Dean's List and BGS	
Distributing or obtaining without authorization case solutions, solutions to problem sets, case teaching notes and other materials (in physical or electronic form) whose sharing could undermine the academic enterprise by giving some students an unfair advantage	Lvl 2	Lvl 2	Lvl 2	Expulsion from the program	Lvl 3
Presenting any academic work obtained from, or based on, material prepared by, another person or enterprise (including students in another section or former students)	Lvl 2	Lvl 2	Lvl 2		
Submitting the same work for credit in more than one course without previous consent from professor	Lvl 2	Lvl 2	Lvl 2		

Distributors who are no longer part of a class receive a lesser sanction than the student/s who uses the materials

Proposed sanctions list - Plagiarism

In adherence to the current Ethical Code, the selection of penalty by Program Management will depend on the severity and intention behind the act. E.g. if detail planning and preparation is evident or several students were involved, it would invite a more strict measure.

Infractions for Plagiarism	Deliverables	Exams/Quizes	Finals
Copying or using someone else's exact words, without using quotation marks and properly acknowledging the source	Lvl 1	Lvl 1	Lvl 1
Paraphrasing someone else's ideas (restating them in different words) without properly acknowledging the source	Lvl 1	Lvl 1	Lvl 1
Performing academic work in collaboration with someone else (when allowed by the instructor), without acknowledging the other person's help or input	Lvl 1	Lvl 1	Lvl 1

Sanction		
Re-submission of the assignment*	Lvl 1	
Failing grade on the evaluation	Lvl 1	
Failing grade on the course Loss of program endorsements to optional academic activities and events Removal from Dean's List and BGS	Lvl 2	
Expulsion from the program	Lvl 3	

* Re-submission of assignments is reserved for cases of plagiarism related to deliverables. In case of examinations, PM can decide to fail the question associated to the infringement if they consider it more adequate than failing the whole evaluation.

Proposed sanctions list – Community Standards

In adherence to the current Ethical Code, the selection of penalty by Program Management will depend on the severity and intention behind the act. E.g. a single hostile comment is less offensive than a violent physical exchange in a hallway.

Infraction of Community Standards	Sanction Level	Sanction
Alteration of academic records (i.e. attendance lists)	Lvl 1 - 3	Written admonishment
Threats of violence or verbal abuse as or against a member of the IE community	Lvl 1 – 2	
Violence as (at?) or against a member of the IE community	Lvl 1 - 3	Loss of program endorsements to optional academic activities and events
Disrupting or causing a disturbance in classes examinations or the learning environment of IE	Lvl 1	
Persistent and intentional degradation, intimidation, or abuse of another person; use of sexually degrading language	Lvl 3	
Conduct of an offensive, demeaning, intimidating ,hostile nature based on race, color, ethnic or national original, nationality, religion, gender, sexual orientation, age or disability	Lvl 1 – 2	Removal from Dean’s List and BGS
Persistent and unwanted telephone calls, e-mails, or content published on social media	Lvl 1	
Disrespect of the property of others, as well as the building, furniture, equipment, educational materials, and other installations of IE (and other IE facilities) better I think	Lvl 3	Expulsion from the program
Misrepresentation that causes a detriment to the reputation and good name of IE Business School and its students	Lvl 3	

Violation of community standards are particularly serious as they imply a disregard for the wellbeing of others and the institution; potentially falling on applicable criminal charges under Spanish law. In cases where Program Management perceives the offending party as a threat to the wellbeing of the community they can raise the sanction to level 3.