



Fletcher CAMBRIDGE AICE Program

AICE: Advanced International Certificate of Education
IGCSE: International General Certificate of Secondary Education (Pre-AICE)
Fletcher High School, Duval County Public Schools

CAMBRIDGE AICE HONOR CODE

The University of Cambridge program of study (AICE/IGCSE) offers a quality education that not only ensures knowledge, but also cultivates virtues of honesty, integrity, and perseverance. Of these virtues, honor and integrity are essential to the full exercise of academic freedom. At the core of the Cambridge Honor Code is the belief that every student has the right to pursue an education free from the ills caused by any form of intellectual dishonesty. The Code exists to uphold and reinforce values central to the mission of the Cambridge AICE program, the FHS tradition of excellence, and to prevent violations of these institutional values.

While understanding that the Cambridge AICE program is rigorous and difficult, ethical conduct is expected at all times. Acts of academic dishonesty and inappropriate school behavior are considered serious offenses that compromise the foundation of trust and honesty upon which an academic community rests.

Violations of the Fletcher High School & Cambridge AICE HONOR CODE consist of the following:

CHEATING AND PLAGIARISM

- > Receiving or giving unauthorized answers on tests, quizzes, essays, research or Projects
- > Using any form of “cheat sheet” on tests/quizzes
- > Obtaining or giving copies of test or quiz questions prior to test time
- > Copying another student’s work or homework without the teacher’s permission
- > Guidance from parents or others that is clearly of undue influence (as evidenced by a comparison of day-to-day achievement of the student)
- > Submitting the same academic work in more than one course without prior permission
- > Intentionally copying words or ideas of authors or sources (including the internet) without giving credit to the specific source or any representation of another’s work as one’s own
- > Fabricating information, sources, or citations
- > Unauthorized use of computers, cell phones, or other electronic devices (including the use of cell phones during assignments and or assessments where the uses of such devices are prohibited).

Students who see or know about acts of academic dishonesty are bound to take actions to stop such violations. Such actions include speaking directly to the offender, and/or speaking privately to a teacher or other adult. Failure to act implies that the student condones inappropriate behavior and also guilty (Accessory After the Fact).

INAPPROPRIATE BEHAVIOR

- > Any student who is in (serious or habitual) violation of the Duval County Code of Conduct is acting in an inappropriate manner.
- > Cambridge AICE students are expected to conduct themselves in a manner that is positive and serve as a role model for the school.

CONSEQUENCES of violations of the Cambridge AICE Program Honor Code

1st offense:

- Student will receive a “0” for the assignment (with no opportunity to remediate or receive *Learning Recovery*)
- The AICE Academic Review Committee will meet to discuss options: (depending on severity of the infraction)
 1. Possible removal from AICE Program
 2. Continuation in AICE Program
 3. Continuation in the Cambridge AICE Program with notification to the sponsors of the Fletcher National Honor Society
- Parents will be notified of the incident
- Incident will be recorded in the AICE office as well as appropriate reporting of violation of the DCPS code of conduct

2nd offense:

- Student will receive a “0” for the assignment (with no opportunity to remediate or receive *Learning Recovery*)
- Possible immediate dismissal from the program
- Notification of the infraction to the sponsors of Fletcher National Honor Society
- Parents will be notified of the incident
- Incident will be recorded in the AICE office as well as appropriate reporting of violation of the DCPS code of conduct

The Honor Code will include ALL classes and offenses will be cumulative during the time the student attends FHS.

The Academic Review Committee:

Members of the Academic Review Committee:

- The Cambridge AICE Program Coordinator
- The Cambridge AICE Recruitment/Club Coordinator
- The Cambridge AICE administrator (or designee)
- The Cambridge AICE guidance counselor
- Cambridge AICE faculty representative (when requested)

The Academic Review committee meets on a periodic basis to:

- Review the academic progress of students in the Cambridge AICE Program,
- Decide the punishment for students who commit infractions of the Cambridge AICE Program Honor Code,
- Determine the requirements & course progression of the Cambridge AICE Program at Fletcher High School.

CAMBRIDGE AICE HONOR CODE AGREEMENT

I believe and acknowledge that academic honesty and integrity are essential to the existence and growth of any academic community. I believe and acknowledge that without maintaining high standards of honesty, integrity, and conduct the reputation of the academic community, i.e. Fletcher High School and Cambridge AICE program, is compromised and society is poorly served. Therefore, as a student in the Fletcher High School Cambridge AICE program, I agree to make a commitment to uphold and support the Fletcher High School Cambridge AICE Honor Code.

I hereby resolve to uphold the Honor Code of the Cambridge AICE Program at Fletcher High School. I shall refrain from all forms of academic dishonesty including cheating, plagiarism, and all deceitful means of obtaining good grades.

I agree to report all personal knowledge of Honor Code violations to a teacher, administrator, parent or the Cambridge AICE office.

I understand the consequences of breaches of the Cambridge AICE Honor Code and I will abide by the decision of the Academic Review Committee and that upon the 2nd violation; I may be immediately dismissed from the Cambridge AICE program.

Student's name (printed)

Date

Student's signature _____

Parent's name (printed)

Date

Parent's signature _____

STATEMENT OF COMMITMENT AND FINANCIAL RESPONSIBILITY

As a student in the University of Cambridge International Examinations Advanced International Certificate Of Education Program, I understand that I am required to sit for examinations during or at the end of my 10th -12th grade years. Candidates for the Cambridge AICE Diploma are scheduled to take examinations over three years: from sophomore to senior year. I realize that the testing dates are determined by the University of Cambridge and may not be changed at the discretion of Fletcher High School. I further realize that it is my responsibility to sit for examinations that may be administered beyond the traditional school year. Fletcher High School will pay for the initial Cambridge AICE assessment.

I further understand that I have the opportunity to retake an assessment (up to 13 months after initial assessment) a total of two times. I understand that I will be financially responsible for the cost of the assessment if it is to be retaken. The amount of the assessment will be determined by Cambridge (with additional shipping fees as needed).

I fully understand that I will be held financially responsible for the cost(s) incurred on any University of Cambridge International Examinations to which I am responsible to retake.

Name of student (printed) _____

Signature of student _____ Date _____

As the parent of an AICE student, I understand that my child may be expected to sit for examinations during the months of May, June, and November as determined by the University of Cambridge. I further realize that my child and I will be held financially responsible for any University of Cambridge International Examination to which my son or daughter is responsible to retake.

Name of parent (printed) _____

Signature of parent _____ Date _____

Film and Literature Permission Form

Please be aware that novels, plays, and poetry collections used in IGCSE (Pre-AICE) and AICE courses at Fletcher High School are determined by Cambridge, not Fletcher High School. In a given year, every student enrolled in the AICE Program around the world is required to read the same “set texts”. Every book or play selected by Cambridge has literary merit, but on rare occasions a parent or student may object to a given literary work. Making accommodations in a non-AICE class is difficult but not impossible; however, AICE students have few options because they are tested only on those specific works that are designated “set texts” for a particular syllabus year. Please understand that being accepted into the AICE Program indicates that your child has demonstrated academic potential and intellectual maturity and should be able to handle the challenging texts set by the program.

In addition to literary works, videos may be used to further enhance the student’s understanding of the literary work. These videos are used for instructional purposes only. Videos may not be rated PG. A list of literary works is provided with individual course syllabi.

Please sign and return this form, giving your child permission **to read and view** literary materials that are integral to the Cambridge AICE program.

My child, _____ has my permission to read and view materials that are integral to the Cambridge International Examinations Program at Fletcher High School.

Parent’s signature _____

Date _____