

HONOR CODE FOR DOCTOR OF PHARMACY STUDENTS

Preamble

Society holds pharmacists to a high degree of duty, integrity and honor, reflecting a responsibility to their patients and their community. As developing professionals, it is the responsibility of pharmacy students to uphold these high expectations and to conduct themselves accordingly by observing all applicable federal, state, and local laws, as well as institutional policies, regulations and guidelines. In addition, society expects health professionals to formulate and adhere to strict ethical standards, resulting in the creation of professional codes to which students must also adhere (e.g., the 1994 Code of Ethics for Pharmacists adopted by the American Pharmacists Association, see Appendix A).

Doctor of Pharmacy students are preparing to enter one of the nation's most respected professions. An important part of the process of becoming a professional involves acquiring the knowledge and skills to provide pharmaceutical care. Another aspect of professionalization involves the development of a professional ethic relating to a student's attitude with regard to themselves, their patients, and their peers. PharmD students must exhibit academic behaviors consistent with professional expectations. The things they choose to do in and out of the classroom should reflect a strict adherence to a professional code of ethics. Pharmacy students must protect their patients' confidentiality and commit to preparing themselves to provide pharmaceutical care to the best of their ability. They must also demand high professional standards from their peers, as they are preparing to be colleagues in a life-saving profession. For this reason, pharmacy students cannot tolerate academic misconduct of any kind – this would undermine what society expects of them as professionals. Professionalism requires pharmacists to assure that their peers in the field are behaving in society's best interest. Therefore, it is critical that students not only exhibit ethical behavior but that they develop skills in confronting unethical actions among their colleagues as well.

This Honor Code was constructed in consideration of these principles. It defines expectations of student conduct in, and relating to, the classroom, the laboratory, and the Professional Experience Program. It dictates a responsibility on the part of students and faculty to ensure ethical academic and professional behaviors, and it outlines procedures for dealing with allegations of misconduct.

Article I – Jurisdiction

This Honor Code shall apply to all Doctor of Pharmacy (PharmD) students in the College of Pharmacy (i.e., students in the entry-level and nontraditional PharmD programs) and is intended to address issues relating to misconduct by students associated with academic and experiential programmatic activities. Students are also expected to observe all other applicable University, College, and professional policies, regulations and guidelines (e.g., University Code of Student Conduct, College Standards for Student Conduct, College policies relating to student impairment, professional codes of ethics, State Board of Pharmacy regulations) as well as applicable local, state and federal laws. Allegations of academic misconduct by PharmD students associated with any University course (pharmacy or otherwise) shall be adjudicated by means of the procedures outlined in this Honor Code.

Article II – Honor Code Administration

The College of Pharmacy's Honor Code is administered by Pharmacy Council via an Honor Council.

The Honor Council shall be composed of:

- a. the Vice President elected by each entry-level PharmD Class (note: Class Presidents will serve as alternates)
- b. the Vice President of Pharmacy Council
- c. one Non-Traditional PharmD student selected via nominations and a ballot of all Non-Traditional PharmD program students
- d. five faculty members appointed by the Dean

The Vice President of Pharmacy Council shall serve as Chair of the Honor Council. A Vice Chair shall also be selected from among the other students in the Honor Council by a majority vote of the Council members.

The Director for Student Affairs shall serve as a non-voting coordinator of the Honor Council (note: he or she will be eligible to vote when substituting for the Honor Council Chair). He or she can bring matters to the Honor Council and conduct hearings and administrative business in the absence of the chair or vice chair if necessary.

Terms of Appointment on the Honor Council

The Honor Council will incorporate students who are elected annually by their peers (i.e., the Vice President of each entry-level PharmD Class and one Nontraditional PharmD student). Student terms of appointment on the Honor Council shall begin July 1st and continue until June 30th in the subsequent calendar year (e.g. July 1, 2005 through June 30, 2006). The Vice President of the first-year entry-level PharmD Class is elected Autumn Quarter. His or her term shall begin upon election and continue through June 30th in the subsequent calendar year.

Faculty shall be appointed for staggered, two-year terms (two individuals appointed in a given year and three the next). Faculty terms of appointment on the Honor Council shall begin July 1st and continue until June 30th two years later (e.g. July 1, 2005 through June 30, 2007). Faculty members can serve an unlimited number of terms at the discretion of the Dean. Voting members of the College's Executive Committee are not eligible for appointment to the Honor Council.

The Dean and Pharmacy Council, respectively, shall have the authority to appoint faculty and student replacements to the Honor Council if existing members cannot complete their term of appointment.

Training for Honor Council Members

The College Administration and Pharmacy Council, in cooperation with the Office of Legal Affairs, will conduct an annual training session for new Honor Council members. This training will be designed to assure that Honor Council members operate in a fair, objective, confidential and legally prudent manner.

Removal of Honor Council Members

Students or faculty members may be removed from the Honor Council for due cause by a majority vote of the Council. The Honor Council will consult with the Dean and Director for Student Affairs in such cases prior to taking action.

Honor Council Quorum

A quorum must be present at Honor Council hearings in order to vote/conduct business. A quorum shall consist of the Chair (voting), at least three additional voting student members and at least three additional voting faculty members. If necessary, previous Honor Council members can be used to constitute a quorum, however, this should only be done in unusual situations when it is not reasonably possible to assemble an adequate number of current Honor Council members. In cases where an Honor Council quorum is not present, a hearing will be rescheduled and the accused student(s), person(s) submitting the allegation, and witnesses given at least 10 days written notice of the rescheduled hearing date. The accused student(s) may waive this 10 day notice if desired.

Conflicts of Interest

In cases where a member of the Honor Council is directly involved in the allegation to be reviewed or has a close personal relationship with the accused student(s), that individual shall not participate as a member of the Honor Council in the hearing process and shall not attempt to influence any member of the Honor Council with regard to the allegation. [Note: Honor Council members may be involved in hearings as an accused student, the individual submitting an "Allegation of Honor Code Infraction," or as a witness as appropriate.]

Honor Council Reports

The Honor Council Chair shall periodically report the activities of the Honor Council to Pharmacy Council, and the Director for Student Affairs shall periodically report the activities of the Honor Council to the faculty. These reports shall only include the number and nature of charges and hearing outcomes. The names of accused students, courses involved, those reporting allegations, and any other personally identifiable information shall not be reported, in accordance with federal student confidentiality laws.

Article III – Commitment to the Honor Code

Each incoming PharmD student will be required to confirm their commitment to the Honor Code as a condition of

admission. [Note: Current PharmD students who entered the College prior to the implementation of this Honor Code shall be subject to its terms as well.] In addition, the Code will be presented and discussed during new student orientation programs.

Honor Code Agreements as a Condition of Admission and Re-Affirmation During the Program

All PharmD students shall be required to sign a statement of commitment to this Honor Code as a condition of admission (see Appendix B). Faculty may also require a reaffirmation of academic integrity via student signatures on assignments/examinations. Faculty members are responsible for the enforcement of the Honor Code in their classes and are encouraged to include procedures for reporting Honor Code infractions in course syllabi.

Presentation of the Honor Code during New Student Orientation Programs

Members of the Honor Council will present the honor code to each new entering entry level and nontraditional PharmD Class during their orientation program. This will include the distribution of a copy of the code, a discussion of its relevance to each student's development as a professional, a review of reporting and hearing procedures, and potential sanctions. [Note: Similar presentations shall be made to current students who entered the College prior to the implementation of this Honor Code as well.]

Article IV – Rules of Student Conduct

PharmD students are expected to exhibit professional behavior in all academic activities and at Professional Experience Program sites. Examples of unprofessional behaviors that may subject a student to disciplinary action include, but are not limited to:

- a. Violating any course, Professional Experience Program, or other program policy, regulation or guideline
- b. Providing or receiving unauthorized assistance during an examination
- c. Providing or receiving unauthorized assistance on a course assignment
- d. Submitting plagiarized work [Note: Plagiarism is “the representation of another’s work or ideas as one’s own; it includes the unacknowledged, word-for-word use and/or paraphrasing of another person’s work, and/or the inappropriate unacknowledged use of another person’s ideas” (see Faculty Rule 3335-23-04).]
- e. Submitting the same, or substantially similar, work to satisfy requirements for a course that has been submitted in another course without prior permission of the instructor
- f. Knowingly reporting false laboratory, research or patient data
- g. Altering, or attempting to alter, a grade or mark in a course
- h. Altering, or attempting to alter, an official form or record, or submitting an official form or record known to be false
- i. Placing other students at an unfair academic disadvantage (e.g., taking actions to prevent other students from having access to academic information)
- j. Failing to protect patient or practice site confidentiality
- k. Retaliating against those who make an allegation of an Honor Code infraction
- l. Knowingly making a false allegation of an Honor Code violation against another student
- m. Violation of other applicable University policies, regulations or guidelines, or relevant federal, state or local laws
- n. Any other conduct or activity that tends to compromise academic integrity or subvert the educational process

Testing Procedures

Examinations for PharmD students for courses offered in the College of Pharmacy will be administered without proctors. Exam administrators may be present to respond to questions, collect examinations, etc., but their role will not include exam proctoring per se. However, these individuals may report any suspected Honor Code violations that they happen to witness.

Article V – Procedures for Reporting Allegations of Honor Code Infractions **Student Procedures**

PharmD students are honor bound to respond to suspected Honor Code violations. Students are expected to take definite measures to confront unethical actions or practices on the part of a colleague by directly advising that person or reporting such actions and practices. They may report such violations to the faculty member for the course involved or directly to the Honor Council. In cases where alleged violations are reported directly to the

Honor Council by students, the Director for Student Affairs should notify the faculty member for the course involved, and the faculty member's input may be sought for consideration by the Honor Council.

Faculty Procedures

Faculty members are also expected to respond to Honor Code violations by directly advising the student or reporting such actions and practices to the Honor Council. When a student is to be reported to the Honor Council, the instructor should make every reasonable effort to inform the student of the allegation. The presence of a colleague with the faculty member at such meetings with suspected students is recommended.

Procedures for Other Individuals to Report Allegations

As appropriate, other individuals may also submit allegations of Honor Code infractions. In such cases, that individual will be expected to participate in Honor Council hearings if possible (see hearing attendance procedures).

Allegation of Honor Code Infraction Form

Reports of suspected Honor Code infractions shall be submitted on an "Allegation of Honor Code Infraction" form (see Attachment C) along with any relevant supporting materials. This form is used to collect details relating to the nature of the alleged infraction, the name of the accused student, witnesses, the course number and instructor.

Allegations of Honor Code Infraction forms and accompanying materials shall be submitted to the Director for Student Affairs. Additional materials may be accepted subsequent to the original submission at the discretion of the Honor Council. Allegations of Honor Code infractions should be submitted as soon as possible when a violation is suspected. In the absence of extraordinary circumstances, such submissions should be made within six weeks of the date of discovery of the incident in question.

Article VI – Procedures for Responding to Allegations of Honor Code Infractions Notification of Allegations of Infractions and Honor Council Hearings

Upon the receipt of an "Allegation of Honor Code Infraction," the Director for Student Affairs and Chair of the Honor Council will review the allegation to determine whether it is germane to the Honor Code and, if so, the specific charge(s) to be adjudicated. If a hearing is warranted, the Director for Student Affairs will:

- a. notify the accused student in writing of the specific charge(s) as soon as possible and schedule a hearing with the Honor Council.
- b. provide the accused student a copy of the Honor Code and, upon request, meet with the student to discuss Honor Council procedures.
- c. notify the accused student, the person(s) submitting the allegation, and any witnesses in writing of the hearing date, time and location at least 10 days prior to the hearing. [Note: The accused student may waive this 10 day notice if desired.]
- d. provide members of the Honor Council and the accused student copies of the "Allegation of Honor Code Infraction" and any accompanying materials.

All notifications shall be delivered in person or via first class or certified mail to the student's address as reported to the University Registrar.

Accused Students' Status in the Program Pending Allegation Resolution

Students suspected of Honor Code infractions, whether admitting them or not, should be allowed to continue in the program without prejudice, pending action by the Honor Council. If the infraction pertains to a particular course which ends before the Council has acted, the instructor should assign the student the grade of "Incomplete" in accord with Faculty Rule 3335-8-21. The alternate grade for the incomplete should be that grade which would be given if the student were not found in violation of the Honor Code. A student's incomplete grade may be extended as long as necessary pending resolution of the alleged Honor Code infraction. As necessary, a student's final grade may be altered in accordance with this Code and University procedures.

Honor Council Investigations

The Honor Council and/or their designee may gather additional information relating to a specific case in preparation for a hearing (e.g., interview witnesses, instructors, etc.) at their discretion.

Article VII – Procedures for Conducting Honor Council Hearings

Allegations of Honor Code infractions shall be resolved as soon as possible, in accordance with the procedures outlined in the Honor Code. In the absence of extraordinary circumstances, the initial hearing relating to an allegation should be held within one year of the date of submission of the “Allegation of Honor Code Infraction.” In cases where a student admits committing an Honor Code infraction, the Honor Council shall still conduct a hearing. In cases where more than one student is included in an “Allegation of Honor Code Infraction,” each accused student will have the right to an individual hearing or, at the accused students’ discretion, they may elect to participate in a common Honor Council hearing. Students are entitled to a presumption of innocence. Therefore, a student will not be found in violation unless a preponderance of the evidence supports the charge(s).

Advisors

An accused student may have one advisor of his or her choice accompany them to the Honor Council hearing if desired. That individual may counsel the accused student but will not be permitted to address the Council. The Director for Student Affairs must be notified in writing at least 48 hours prior to the hearing date if an advisor is to accompany a student.

Hearing Records

A single record shall be kept of Honor Council hearings. That record shall be the property of the University and shall be made available to the accused student for review during the appeal period upon written request to the Director for Student Affairs.

Hearing Attendance

Attendance at hearings will be limited to the Honor Council, the accused student(s), the individual(s) who submitted the “Allegation of Honor Code Infraction,” and witnesses or advisors on behalf of the College and/or accused student (if desired). Admission of others to a hearing will be at the discretion of the Chair.

Because the most accurate and fair review of the facts can best be accomplished when all parties are present, the accused students(s), individual(s) submitting the allegation, and witnesses are expected to attend and participate, and every reasonable effort will be made to schedule hearings to accommodate such attendance. In cases where an accused student(s), the individual(s) submitting an allegation, or witnesses are not able to attend a hearing in person, they may, upon request and at the discretion of the Chair, submit written statements for consideration by the Honor Council. If an individual does not choose to attend a hearing, the charges will be reviewed as scheduled on the basis of the information available, and a decision may be made. No inference may be drawn against an accused student for failing to attend a hearing or remaining silent, but the hearing may proceed and reach a conclusion based on the evidence presented.

Hearing Procedures

Although Honor Council hearing procedural requirements are not as formal as those existing in criminal or civil courts of law, to ensure fairness, the following procedures will apply. Hearings shall be directed by the Honor Council Chair. The Honor Council Chair will begin each hearing by reviewing hearing and appeal processes. Subsequently, the following procedures will be observed in the order presented. (Note: At the discretion of the Chair, members of the Honor Council may pose questions at any point during a hearing. The Honor Council Chair shall direct all questioning.):

- a. The Honor Council Chair will state the charge(s) under consideration.
- b. The accused student(s) will be given the opportunity to agree or disagree with the charge(s) and provide an initial verbal response if desired.
- c. The person(s) who submitted the “Allegation of Honor Code Violation” will be asked to provide a verbal summary of the circumstances and events relating to each allegation.
- d. The accused student(s) will be given the opportunity to question the person(s) who submitted the “Allegation of Honor Code Violation.”
- e. Any witnesses in support of the allegation(s) will be asked to provide any additional information relating to the allegation(s).
- f. The accused student(s) will be given the opportunity to question each witness in support of the allegation(s), if any.

- g. The accused student(s) will be given the opportunity to provide any additional information or materials in response to the allegation(s).
- h. Any witnesses in support of the accused student(s) will be given the opportunity to provide any additional information relating to the allegation(s).
- i. The accused student(s) will be given the opportunity to question each witness in support of the accused student(s), if any.
- j. The individual(s) who submitted the "Allegation of Honor Code Violation" will be given the opportunity to present any final statements relating to the allegation under consideration.
- k. The accused student(s) will be given the opportunity to present any final statements relating to the allegation under consideration.

Immediately subsequent to the process described above, the Honor Council will meet in closed session to consider the facts of the case and make a decision as to whether or not a violation has occurred relative to each alleged Honor Code infraction. A preponderance of the evidence shall be required to support each charge. All decisions of the Honor Council shall be made by a simple majority vote. In cases where a violation is found, the Honor Council will determine appropriate sanctions. When these deliberations are complete and as soon as possible thereafter, the Director for Student Affairs will inform the accused student(s) and faculty member of the course in question (if the violation pertains to a particular course) as to the outcome of the Honor Council's hearing in writing. The Director for Student Affairs may also meet with the accused student(s) to discuss the outcome of the Honor Council hearing.

Minor Deviations From Procedures

An accused student(s), in collaboration with the Honor Council Chair and/or Director for Student Affairs, may agree in advance to minor procedural deviations. Such deviations are not then subject to appeal. Other minor deviations are acceptable as long as such deviations do not materially prejudice the accused student(s).

Article VIII – Sanctions for Honor Code Infractions

Sanctions for Honor Code infractions should be commensurate with the violation(s). In determining the appropriate sanction(s) in a specific case, the Honor Council may take into account any mitigating circumstances and any aggravating factors including, but not limited to, past misconduct by the student, failure of the student to fully comply with previous sanctions, and the severity of the conduct that constituted the violation. Sanctions for students found to be in violation of the Honor Code more than once are expected to be severe, up to and including dismissal when appropriate.

One or more of the following sanctions may be imposed or authorized by the Director for Student Affairs upon the direction of the Honor Council (and approval of the Executive Committee for suspensions or dismissals) when a student is found to be in violation of the Honor Code:

- a. Formal written reprimand – as directed by the Honor Council, the Director for Student Affairs shall issue a written letter of reprimand to the student.
- b. Community service – the student may be required to engage in community service for a specified period of time. As directed by the Honor Council, the Director for Student Affairs shall issue a written letter to the student outlining the expected duration and type of community service, as well as the timeframe and mechanism for reporting the completion of this service to the Honor Council.
- c. Conduct or disciplinary probation – the student may be placed on probation for a specified period of time. This action may also involve the loss of specific privileges. Further violation of University or College policies, regulations and guidelines during the probationary period will be viewed not only as a violation based on the act itself but also as a violation of probation, which may result in further action up to and including suspension or dismissal. As directed by the Honor Council, the Director for Student Affairs shall issue a written letter of probation to the student.
- d. A failing or lowered grade on an assignment – as directed by the Honor Council, the Director for Student Affairs shall issue a written letter authorizing the instructor of the course to implement this sanction and forward a copy to the student.
- e. A failing or lowered grade in a course – as directed by the Honor Council, the Director for Student Affairs shall issue a written letter authorizing the instructor of the course to implement this sanction and forward a copy to the student.
- f. Suspension – as authorized by the Honor Council and approved by the Executive Committee, the Director for Student Affairs shall issue a written letter of suspension to the student. Suspension is a sanction that terminates the student's enrollment opportunities in the College of Pharmacy for a specified

period of time. Satisfactory completion of specified stipulations may be required for reenrollment at the end of the suspension period.

- g. Dismissal – as authorized by the Honor Council and approved by the Executive Committee, the Director for Student Affairs shall issue a written letter of dismissal to the student. Dismissal is a sanction which permanently separates a student from the College of Pharmacy without the opportunity to re-enroll in the future.
- h. Other Sanctions – the Honor Council may impose other appropriate sanctions singularly or in combination with any of the above-listed sanctions.

All notifications of sanctions shall be delivered in person or via first class or certified mail to the student's address as reported to the University Registrar.

When a student is suspended or dismissed due to Honor Code violations, a notation will be placed on the student's academic transcript.

Article IX – Appeal Procedures

Right to Appeal

A student found to be in violation of the Honor Code has the right to appeal this decision and/or the authorized sanction to the Executive Committee of the College of Pharmacy within 14 calendar days of the date of the written notification of the Honor Council's decision. Requests for appeals (including the specific grounds for requesting the appeal) shall be submitted in writing to the Director for Student Affairs.

The Executive Committee shall automatically review all Honor Council authorizations for suspension or dismissal. This review shall constitute the student's appeal.

The Executive Committee will meet to review a student's request for appeal as soon as possible, within the confines of their regular meeting schedule. The Executive Committee may review the "Allegation of Honor Code Infraction," any accompanying materials, the proceedings of the Honor Council hearing, and a written statement of appeal from the accused student. The accused student (or any other non-Executive Committee member) is not entitled to attend this meeting unless otherwise approved by the Executive Committee. By majority vote, the Executive Committee may uphold, dismiss or alter the decisions/sanctions rendered by the Honor Council. Altered decisions/sanctions may be more or less severe than those imposed by the Honor Council. By majority vote, the Executive Committee may also remand the matter to the Honor Council for a new hearing for the accused student. Except where a matter is remanded to the Honor Council for a new hearing, the decision of the Executive Committee as to the determination of violations and authorized sanctions shall be final and binding. The Director for Student Affairs shall inform the accused student as to the outcome of the appeal in writing (delivered in person or via first class or certified mail to their address as reported to the University Registrar).

Grounds for Appeal

An appeal may be based only upon one or more of the following grounds:

- a. Procedural error that materially prejudiced the accused student(s);
- b. Misapplication or misinterpretation of the Honor Code;
- c. Findings of facts not supported by a preponderance of evidence;
- d. Discovery of substantial new facts that were unavailable at the time of the Honor Council hearing;
- e. That the disciplinary sanction imposed by the Honor Council is grossly disproportionate to the violation committed.

Article X – Disposition of Records

All records shall be maintained in accordance with applicable University record retention schedules and procedures.

Article XI – Honor Code Amendments

Students or faculty members may propose amendments or revisions to the Honor Code. Proposed amendments or revisions shall be reviewed by Pharmacy Council and presented for feedback at an open student forum. To become effective, proposed amendments must ultimately be approved by a majority vote of the faculty.

(Approved by the faculty May 20, 2005)

Appendix A

CODE OF ETHICS FOR PHARMACISTS

Preamble: Pharmacists are health professionals who assist individuals in making the best use of medications. This Code, prepared and supported by pharmacists, is intended to state publicly the principles that form the fundamental basis of the roles and responsibilities of pharmacists. These principles, based on moral obligations and virtues, are established to guide pharmacists in relationships with patients, health professionals, and society.

I. A pharmacist respects the covenantal relationship between the patient and pharmacist.

Considering the patient-pharmacist relationship as a covenant means that a pharmacist has moral obligations in response to the gift of trust received from society. In return for this gift, a pharmacist promises to help individuals achieve optimum benefit from their medications, to be committed to their welfare, and to maintain their trust.

II. A pharmacist promotes the good of every patient in a caring, compassionate, and confidential manner.

A pharmacist places concern for the well-being of the patient at the center of professional practice. In doing so, a pharmacist considers needs stated by the patient as well as those defined by health science. A pharmacist is dedicated to protecting the dignity of the patient. With a caring attitude and a compassionate spirit, a pharmacist focuses on serving the patient in a private and confidential manner.

III. A pharmacist respects the autonomy and dignity of each patient.

A pharmacist promotes the right of self-determination and recognizes individual self-worth by encouraging patients to participate in decisions about their health. A pharmacist communicates with patients in terms that are understandable. In all cases, a pharmacist respects personal and cultural differences among patients.

IV. A pharmacist acts with honesty and integrity in professional relationships.

A pharmacist has a duty to tell the truth and to act with conviction of conscience. A pharmacist avoids discriminatory practices, behavior or work conditions that impair professional judgment, and actions that compromise dedication to the best interest of patients.

V. A pharmacist maintains professional competence.

A pharmacist has a duty to maintain knowledge and abilities as new medications, devices, and technologies become available and as health information advances.

VI. A pharmacist respects the values and abilities of colleagues and other health professionals.

When appropriate, a pharmacist asks for the consultation of colleagues or other health professionals or refers the patient. A pharmacist acknowledges that colleagues and other health professionals may differ in the beliefs and values they apply to the care of the patient.

VII. A pharmacist serves individual, community, and societal needs.

The primary obligation of a pharmacist is to individual patients. However, the obligations of a pharmacist may at times extend beyond the individual to the community and society. In these situations, the pharmacist recognizes the responsibilities that accompany these obligations and acts accordingly.

VIII. A pharmacist seeks justice in the distribution of health resources.

When health resources are allocated, a pharmacist is fair and equitable, balancing the needs of patients and society.

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Appendix B

THE OHIO STATE UNIVERSITY
STUDENT STATEMENT OF COMMITMENT TO THE COLLEGE OF PHARMACY'S
HONOR CODE FOR DOCTOR OF PHARMACY STUDENTS

The Honor Code for Doctor of Pharmacy (PharmD) students in the College of Pharmacy is available on the College's web site (www.pharmacy.ohio-state.edu), or copies may be obtained in the Office of Student Affairs. PharmD students will be provided with a copy of the Honor Code during their new student orientation program, and they are required to sign this statement of commitment to the Honor Code as a condition of admission.

**I have read, and hereby agree to abide by, The Honor Code for
Doctor of Pharmacy Students in the College of Pharmacy:**

Student's Name (Please Print): _____

Student's Signature: _____

Date: _____

"A pharmacist acts with honesty and integrity in professional relationships"

- APhA Code of Ethics

Appendix C

THE OHIO STATE UNIVERSITY
COLLEGE OF PHARMACY
ALLEGATION OF HONOR CODE INFRACTION

The Honor Code for Doctor of Pharmacy students in the College of Pharmacy requires allegations of PharmD student infractions to be reported to the Director for Student Affairs via the use of this form. The Honor Code is available on the College of Pharmacy's web site (www.pharmacy.ohio-state.edu), or a copy may be obtained in the Office of Student Affairs.

Name of person reporting the allegation: _____

Check one: Instructor
 PharmD Student
 Other (please specify): _____

Name of student alleged to have committed an Honor Code infraction: _____

Course Number: _____ Instructor: _____

Quarter/Year: _____

Attach a letter to this form providing a description of the alleged Honor Code infraction(s). Include details as to the date, time and nature of each infraction and relevant event, specific student behaviors observed, witnesses, steps taken subsequent to the incident in question, etc.

Attach copies of all other relevant materials (e.g., copies of assignments or examinations, unauthorized materials used by students, course syllabi, etc.). Additional materials may be accepted subsequent to the original submission at the discretion of the Honor Council.

I declare that the foregoing information, the attached descriptions, and all other relevant submitted materials are accurate and complete to the best of my knowledge (note: knowingly making a false allegation of an Honor Code violation against another student is prohibited under Article IV of this Code):

Signature: _____ **Date:** _____

Date Received (to be completed by the Director for Student Affairs): _____