

# New Leaders' Copyright & Academic Integrity Policy

**Last Modified: April 9, 2020**

This policy applies to participants in any of New Leaders' programs (collectively, "Programs").

## Copyright and Distribution

Course materials, including but not limited to modules, videos, job aids, templates, and other items (collectively, "Program Content"), have been purchased, licensed, or created specifically for use in the Programs. Each Program participant may use Program Content to support Program participation and for personal and professional development purposes unless otherwise stated. Other distribution or copying of Program Content, however, is not permitted. Specifically, unless otherwise set forth on the applicable Program Content, Program participants may not:

- Create modifications or adaptations to or derivative works based on the Program Content other than as set forth herein;
- Distribute any Program Content or modifications or adaptations thereto or derivative works based thereon to any third party or to any person not participating in the applicable Program;
- Sell, sublicense, transfer, distribute, or use in any commercial manner the Program Content; or
- Use the Program Content to create any other training, training programs, or materials of any kind

In addition, any confidentiality obligations to which you agree or have agreed regarding Program Content continue to apply.

Many experts and authors from around the country have been incredibly generous in sharing their resources with us. It is our responsibility not to violate their confidence by using their materials in ways that they have not explicitly permitted.

## Academic Integrity

New Leaders expects Program participants to follow generally accepted standards of academic integrity and honesty when preparing and submitting required written work, as identified in Programs. This includes:

- Direct quotations of published or unpublished works must be properly cited, as should representations of another's words, thoughts or ideas.
- Submitted work that is not your own original work will not be accepted.
- Unless otherwise specified, assignments should be completed and submitted independently, without the input of others within or outside of your Program.

## Violations

Violation of this policy may lead to disciplinary action, up to and including dismissal from the Program. New Leaders reserves the right to reject any assignment or other submitted material if, at any time, it identifies evidence of cheating, unpermitted collaboration, or work that is not primarily the participant's own work.

Questions regarding this policy may be directed to your main New Leaders point of contact.