

**University of Wisconsin – La Crosse Occupational Therapy Program
Policy for Citing Sources**

The intent of this policy is to provide general guidance to the student about the program's expectations for citing sources. Each individual instructor will have specific expectations for assignments.

1. The Occupational Therapy Program follows the APA style manual for citing sources. Other aspects of APA style (cover page, running head, etc.) will not be required unless otherwise noted by the instructor.
2. All students will complete the University of Indiana tutorial on plagiarism and submit the certificate of completion to the instructor of OT 520: Introduction to Occupational Therapy.
3. If material is directly quoted from a published source, it must be cited appropriately (using APA format for citing sources). Sources must be published (books, journal articles, on-line sources, etc.). Please note that class lecture notes are not acceptable sources.
4. Paraphrasing the source material will be cited differently if it is a close paraphrase or a distant paraphrase. The tutorial gives examples of these types of paraphrases and how citations should be handled.
5. Other expectations for citing sources will be determined by each instructor for each assignment in the course. For example, some instructors may expect a reflection paper to include use of source material and other instructors may not require sources in reflection papers. It is the student's responsibility to ensure he/she understands the requirements for written work for each assignment in each class.