

Academic Integrity

IB students are expected to be **'Principled'**.

We act with integrity and integrity, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences.

According to the IB (2023), academic integrity is a guiding principle in education and a choice to act in a responsible way whereby others can have trust in us as individuals. It is the foundation for ethical decision-making and behaviour in the production of legitimate, authentic and honest scholarly work.

All students are required to be fully aware of, understand, and agree to adhere to the standards and policies of CIS and the IB with respect to academic integrity.

Academic integrity requires that all members of our community respect the integrity of one another's work and recognize the importance of acknowledging and safeguarding intellectual property. Not only this, academic integrity also promotes students' critical thinking and understanding of how to engage with intellectual property and Artificial Intelligence (AI) technologies ethically and efficiently. This includes evaluating the credibility, objectivity, and value of the sources and information presented.

Academic misconduct is a serious violation of the trust upon which our academic community depends. We are committed to the basic academic right that students receive due credit for work submitted for assessment. It is clearly a breach of integrity for students to submit work that is not their own. The types of and consequences for such breaches of integrity are outlined below.

Artificial Intelligence (AI)

Artificial Intelligence tools provide opportunities for students to master technical components of academic integrity. Students are supported in understanding how to use these tools ethically and honestly. In turn, we expect that all students maintain their personal integrity in the submission of all assessments for grading. In the MYP, AI technologies and tools are not permitted for use in summative assessments, unless students are explicitly instructed to do so by their teacher.

The IB (2023) does not regard any work produced - even only in part - by such tools to be students' own work: *'as with any quote or material from another source, it must be clear that AI-generated text, image or graph included in a piece of work, has been copied from such software. The software must be credited in the body of the text and appropriately referenced in the bibliography'*. If this is not done the student would be misrepresenting content, which is a form of academic misconduct. We also expect that, as with other sourced material, any quotations from AI technologies are evaluated and critiqued in order to show critical understanding.

Academic Misconduct

Misconduct is behaviour that results in, or may result in, a student (or students) gaining an unfair advantage in an assessment. Academic misconduct includes:

1. **Plagiarism:** This is when a student, **intentionally or unwittingly** represents the ideas, words or work of another entity without proper, clear, and explicit referencing
2. **Collusion:** This is when a student supplies another student with their work to allow it to be copied or submitted for assessment. The consequence for both students is the same.
3. **Duplication:** This is when a student presents the same work for different assignments (double dipping).
4. **Any other behaviour that gains an unfair advantage or is dishonest:** This includes cheating on an exam or test, taking unauthorised material into an exam or test, misconduct during an exam or test, falsifying a CAS record, etc.

Consequences of Academic Misconduct at CIS

If a student is found guilty of academic misconduct, the following will occur:

- **First Offence:** The student is required to re-do the work and reminded of CIS's academic integrity policy. Parents are notified by the teacher and the misconduct is noted in school records.
- **Second Offence:** The student is given zero for the work, parents are notified by the Principal, and the student receives disciplinary consequences. This second misconduct offence is noted in school records.
- **Third Offence:** If a student is found guilty of a third breach of academic honesty, they will receive no credit for the relevant course, and may be recommended for withdrawal.

Any student who is found guilty of repeated academic misconduct, (or a serious first offence) may be ineligible during the school year for any award or citation that requires good moral character as a criterion for selection.

Note: CIS has the responsibility, and reserves the right, to contact prospective colleges and/or universities when a student has committed a serious breach of our Academic Integrity policy. This includes notifying them about the nature of the misconduct.

Consequences of Academic Misconduct when the IB is involved:

The IB defines academic misconduct as behaviour (whether deliberate or inadvertent) that results in, or may result in, the candidate or any other candidate gaining an unfair advantage in one or more components of assessment. Behaviour that may disadvantage another candidate is also regarded as academic misconduct.

When a school identifies issues with a final piece of work before submission or upload to the IB and before the IB submission deadline, the situation must be resolved as per the school's academic integrity policy.

If the IB identifies a case of academic misconduct, an investigation must be carried out by the school, in line with IB requirements. During investigations into academic misconduct, evidence and statements from all involved parties will be gathered. Each case will be judged on the evidence available, and any sanction applied will be based on the IB's penalty matrix.

The table of penalties (available from the DP Coordinator) sets out the level of penalty —1, 2, 3a or 3b — that will be applied for each type of academic misconduct. It is very important to note that if a student receives a 'no grade' penalty in a component or a subject, then they will not be awarded the IB Diploma.

The IB will decide if the student found in breach of regulations will be allowed to retake their examinations or coursework, and when such a retake could take place. Typically, the IB might allow one of the following for students penalised for academic misconduct.

- Retake in six months, depending on subject availability
- Retake in 12 months
- No retake allowed, but grades may be awarded in subjects not affected by the incident

In addition to these penalties, the IB may impose the following sanctions for repeated, multiple and/or very serious offences happening during one or multiple examination sessions, or across programmes:

- DP students may have their registration changed from 'Diploma' to "Course" category.
- Students may be given the opportunity to retake the subject concerned, but due to the change in category they will not be eligible for the full IB Diploma.
- Students found guilty of severe or multiple serious offences of academic misconduct may be permanently disqualified from current and/or different programmes. No grade will be awarded in any subject and no retake session will be allowed.

Reference:

International Baccalaureate Organisation (2023). *Academic Integrity Policy* (Accessed: 21 March, 2023).