



*Anglican International School,
Jerusalem*

Where the world goes to school

**DP ACADEMIC HONESTY
POLICY**

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In our current information age, the issues of intellectual property and academic malpractice have become complex. One of the expressed goals of the IB Learner Profile is to develop students who are **Principled**. This means that they are to act with integrity and honesty and take responsibility for their actions. Also, they accept the consequences of their actions and respect the integrity of the work of others. An understanding of these ideas informs the AISJ Academic Honesty policy.

1. Academic Malpractice Definition

Academic honesty means that the work presented by a student is authentic and genuinely their own work, suitable for the given task. The inclusion of the work of others is entirely acceptable if it is properly acknowledged within the work. Teachers inform students regularly about the necessity for academic honesty. Students also receive information about how to present work from a number of sources with appropriate citations. The AISJ Secondary School Referencing Guide sets out expectations and guidelines for secondary student work.

The school uses ManageBac as its learning management system, which has been integrated with the online utility Turnitin. This utility serves as the initial monitor that produces reports for all assessments submitted, which subject teachers consult to ensure authenticity. If the initial report is not definitive, and concern about authenticity remains, the teacher then consults with the appropriate program coordinator, who will help review the assignment in comparison to the student's overall body of work.

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" (International Baccalaureate, 2016).

Academic misconduct includes:

- Presenting something as your own work that has not been cited properly (**Plagiarism**)
- Copying from others or allowing others to copy from you (**Collusion**)
- Inventing data or information that is not from a real source (**Fabrication**)
- Turning in the same work for two different classes (**Duplication**)

The most common form of academic malpractice is internet-based plagiarism, i.e. cutting & pasting then modifying the work slightly. However, old-fashioned "copying" from another student is also academic malpractice.

2. The AISJ Academic Malpractice Procedure

2.1 Academic Malpractice Procedure in the MYP

If a student is caught in behaviour that equates to academic malpractice of any form in the MYP, the penalties are as follows:

- For the first infringement, parents will be informed in writing through the Dean and MYP Coordinator, and the student will be given a warning and the opportunity to rewrite the assignment.
- A second infringement, parents will be informed in writing, through the Dean and MYP Coordinator, and the student will be given a zero for the assignment.
- A third infringement will result in suspension of the student. Further, a parent conference will take place with the Head of Secondary.

2.2 Academic Malpractice Procedure in the DP

If a student is caught in behaviour that equates to academic malpractice of any form in Diploma Years 1 and 2, the penalties are as follows:

- For the first infringement, parents will be informed in writing, through the Dean and DP Coordinator, and the student will be given a zero for the assignment.
- A second infringement will result in suspension of the student. Further, a parent conference will take place with the Director and/or Head of Secondary.
- A third infringement will result in external suspension and removal from the IB Diploma program.

3. Academic Malpractice on External Assessment

Every effort is made to ensure academic honesty on all work being submitted for external assessment. To that end, all work submitted to the IB goes through Turnitin. In addition, students in the DP program sign a declaration, authorizing the school to submit their work to the IB and attesting that the work submitted is their own work, with correct and appropriate acknowledgement of the words and ideas of others. If any academic misconduct is suspected after a candidate's work has been submitted to the IB for assessment, the school is required to inform the IB.

Students sitting external examinations or tests (from the IB or any other exam body) should be aware that cheating or any other academic malpractice on an examination will not only result in disqualification from that particular sitting, but may also result in disqualification from the entire battery of examinations. The school will not be an advocate for students who have any record of cheating at AISJ.

References

International Baccalaureate. (2016, September). *General Regulations: Diploma Program*. Sso.ibo.org. https://resources.ibo.org/data/d_0_dpyyy_reg_1609_2_e.pdf