

Ozark High School – IB Academic Honesty Policy

Understanding Academic Honesty

The IB and Ozark High School uphold principles of academic honesty, which are seen as a set of values and skills that promote personal integrity and good practice in teaching, learning and assessment.

- MALPRACTICE
The IB Organization defines malpractice as behavior that results in, or may result in, the candidate or any other candidate gaining an unfair advantage in one or more assessment components.
- ACADEMIC MISCONDUCT
The IB organization defines academic misconduct as behavior (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.
- PLAGIARISM
This is defined as the representation intentionally or unwittingly, of the ideas, words or work of another person without proper, clear and explicit acknowledgement.

Breaches to IB regulations:

- Plagiarism
- Collusion
- Taking unauthorized material into an examination room
- Stealing examination materials
- Disruptive behavior during examination
- Disclosure of information about the content of an examination paper within 24 hours after a written examination

IB expects that all candidates:

- Understand what constitutes academic misconduct.
- Know how to conduct research.
- Know how to acknowledge sources.
- Know the consequences of being in breach of IB regulations.
- Act in a responsible and ethical manner throughout their participation in the Diploma Programme.

Ozark High School Academic Honesty Expectations are in line with the IBO Approaches to learning.

- Self-management
- Social
- Communication
- Thinking
- Research

Through these areas students develop skills that will allow to learn and be responsible of their learning.

EXAMPLES OF MALPRACTICE:

- Submitting to IBO someone else's work
- Copying the work of another candidate
- Allowing a peer to copy your work
- Not acknowledging sources
- Asking another person to write your work
- Falsifying data used in an assignment
- Falsifying CAS records and journals
- Stealing examination material and/or exam papers
- Bringing unauthorized material into the examining room. Examples: *notes, unauthorized software on graphic calculator, cell phones*
- Disrupting behavior during exams
- Impersonating another candidate

CONSEQUENCES OF MALPRACTICE

All Ozark High School Student Handbook regulations apply to IB courses.

At Ozark High School any instance of academic dishonesty is to result in:

First Offense

No credit for the work, grade reduction or replacement assignment.

Subsequent Offense

No credit for the work, grade reduction, course failure or removal from extracurricular activities

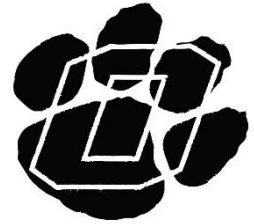
In case of malpractice in work for an external diploma or certificate assessment in the **IB Diploma and Certificate Courses**, the school shall notify the external organization in addition to the above consequences.

How to avoid Malpractice

- Read, understand and become familiar with the rules of the ASM Academic Honesty Policy and with all IBO rules and regulations documents
- All work submitted is the student's own work
- All sources are fully and correctly acknowledged including sources taken from websites, audio-visual, emails, photographs, graphs and similar
- When required by teachers students must submit their work to Unicheck
- Respect internal deadlines
- Make proper use of a citation style.
- When submitting work to IB examiners, the candidate is ultimately responsible for ensuring that all work submitted for assessment is authentic, with the work or ideas of others fully and correctly acknowledged.
- Before submitting work to IBO, a signed **statement of ethics and online submission consent form** must be on file with the IB Coordinator.



**Ozark High School
International Baccalaureate
Statement of Ethics and Online Submission Consent**



I understand and accept the following statements:

- Participation in the International Baccalaureate Diploma Programme is an honor and a privilege.
- Successful participation in this program is a reflection of my personal integrity as well as that of Ozark High School and Ozark R-VI School District.
- Any grades, honors, awards, accolades, and scholarships granted to any IB student should be based on individual and honest efforts.
- The rules and regulations regarding the IBO curriculum and assessment procedures are strictly followed by Ozark High School staff.
- It is required by IBO policy that any suspicion of malpractice (cheating) must be reported to the IBO by the IB coordinator.

Therefore....

- I understand that each teacher's individual policy regarding cheating, plagiarism and other breach of ethics is absolutely supported by administration.
- I declare that all course work submitted by me in fulfillment of any course requirements is my own original work (except as allowed by IB course guidelines for group work).
- I further understand that any breach of ethics and any form of cheating in any course may result in failure of the class and expulsion from the IB programme.
- I consent to the Programme Coordinator or another authorized school staff member uploading my work to the IB eCoursework system.
- I consent to the IB's processing, use, disclosure, and transfer of my personal data, including without limitation any sensitive personal data and / or education records, as described in the IB's privacy policy and the privacy supplement, including worldwide cross-border transfers (including storage and access of such data outside of my country of residence).
- I confirm that I am at least 15 years old and that the version of any materials I pass to my programme coordinator or another school staff member to upload on my behalf is the correct and final version and is my own work and have correctly acknowledged the work of others.
- I understand that the failure to do this will be investigated as a potential breach of IB regulations.

Student Signature: _____ Date: _____

Print Name: _____

Parent Signature: _____ Date: _____