



ACADEMIC INTEGRITY POLICY

Updated: April 2025



Academic integrity is a cornerstone of all International Baccalaureate (IB) programmes. At North Middle School and William J. Palmer High School, we are committed to fostering a culture of honesty, responsibility, and ethical scholarship in accordance with the IB Learner Profile, the IB Academic Integrity Policy (2025), and the Programme Standards and Practices (2024). All stakeholders—students, teachers, parents, and administrators—share responsibility for upholding academic integrity.

Academic integrity is a set of values and behaviors that promote personal honesty and respect for others' intellectual property. It is demonstrated through authentic, legitimate, and ethical scholarly work. Violations of academic integrity are considered serious and include any behavior that results in unfair academic advantage.

Students are expected to:

- Produce original and authentic work.
- Properly cite and reference all sources using accepted academic conventions.
- Use Artificial Intelligence (AI) only as a tool to support learning, not as a substitute for their own thinking or writing.
- Seek guidance from teachers when in doubt about acceptable academic practices.

AI tools may be used only under the following conditions:

- Acceptable Uses:
 - Summarizing key points for better understanding.
 - Generating counterarguments or exploring multiple perspectives (if synthesized by the student).
 - Suggesting improvements to grammar or structure (if disclosed to the teacher).
- Unacceptable Uses:
 - Generating entire essays or paragraphs.
 - Using AI to develop research questions without teacher engagement.
 - Submitting AI-generated reflections or translations for assessment.
 - Concealing any use of AI in the production of submitted work.

If you use Artificial Intelligence (AI) to support your learning—such as to get an outline, grammar suggestions, or ideas—you must clearly state that in your work. For example, you can write: “I used ChatGPT to help generate ideas for this outline.” Failure to cite the use of AI tools may be considered academic misconduct.

“If the student used AI to help them learn, it is acceptable. If they used AI to pretend they did something they did not, it is not acceptable.” — IB Guidance on AI in Coursework, 2024

- Violations include, but are not limited to:
 - Plagiarism: Using someone else’s words, images, or ideas without giving them credit. This includes copying from books, websites, or AI tools like ChatGPT without citation.
 - Collusion: Working with another person on an assignment that was meant to be done alone, or letting someone else copy your work.
 - Duplication: Submitting the same piece of work for more than one IB assignment or subject.
 - AI Misuse: Using AI to do your thinking or writing for you, or failing to properly cite any AI use.
 - Exam Misconduct: Cheating during a test—like using notes, a phone, or getting help from others when you’re not supposed to.
- Non-Violations include:
 - Receiving permitted feedback from a teacher
 - Using AI to generate an essay template or outline
 - Using peer-reviewed or instructor-approved tools for brainstorming or checking understanding

In alignment with IB policies, suspected academic misconduct may result in an internal investigation. A viva voce may be required to verify understanding. Confirmed misconduct will result in the work not being submitted to the IB, as it must be the student’s own authentic work.

- Further consequences may include:
 - Revision and resubmission (formative tasks)
 - Grade penalties or zeros (summative tasks)
 - Notification of parents/guardians
 - Reporting to the IB for official review

<u>Stakeholder</u>	<u>Responsibilities</u>
Students	Produce and submit authentic work; understand citation, AI use, and ethical collaboration.
Teachers	Model academic integrity, teach research skills, identify possible violations, and report concerns.
IB Coordinator	Ensure compliance with IB regulations, maintain records of violations, and provide training and guidance.
Parents/Guardians	Support academic honesty at home and encourage ethical learning habits.

Work that is not the student's own—as determined by the teacher—cannot be submitted to the IB. This includes work largely written by AI or copied from other sources. The integrity of the IB qualification depends on fair and ethical assessment practices.