

ACADEMIC HONESTY POLICY OF AUDENTES INTERNATIONAL SCHOOL

Audentes International School considers it essential that our students grow up, to be honest, responsible and ethical world citizens. Academic Honesty is an integral part of learning to respect others and feeling pride in your work. To convey these values to our students, Academic Honesty is an inseparable part of the Audentes School's IB Programme. All our students must understand what constitutes academic malpractice, the ways to avoid it and therefore maintain proper academic conduct throughout their lives.

WHAT IS ACADEMIC HONESTY?

Academic Honesty is the use of one's thoughts and materials in writing papers, taking tests, and other classroom and exam related activities. Students are expected to give full credit for borrowing other people's words and ideas. This extends not only to verbal material, but also any graphs, illustrations, movies, artwork etc. Forms of intellectual property and creative expression must be respected and are usually protected by national and international law.

WHAT IS MALPRACTICE (ACADEMIC DISHONESTY)?

The IBO defines malpractice as behaviour that results in or may result in, the candidate or any other candidate gaining an unfair advantage in one or more assessment component.

Malpractice includes:

- **Plagiarism:** this is defined as the representation of the ideas or work of another person as the candidate's own.
- **Collusion:** this is defined as supporting malpractice by another candidate, as in allowing one's work to be copied or submitted for assessment by another.
- **Duplication of the piece:** this is defined as the presentation of the same work for different assessment components and/or diploma requirements.
- **Misbehavior:** Any other behaviour that gains an unfair advantage for a candidate or that affects the results of another candidate (for example, taking unauthorized material into an examination room, misconduct during an investigation, examination or falsifying a CAS record).

LEGITIMATE COLLABORATION:

There are occasions when collaboration with other candidates is permitted or even actively encouraged, for example, in the requirements for internal assessment. Nevertheless, the final work must be produced independently, even though it may be based on similar data. This means that the abstract, introduction, content and conclusion or summary of a piece of work must be written in each candidate's own words and cannot, therefore, be the same as another candidate's. If, for example, two or more candidates have the same introduction to an assignment, the final award committee will construe this as cooperation, and not collaboration.

ACADEMIC HONESTY AT AUDENTES INTERNATIONAL SCHOOL:

The Academic Honesty Policy must be shared with all students and parents when they begin their 1st IB year in Audentes School, and all students sign a document stating that they have read and understood the Policy. All the students will receive training throughout their two years of study in order to fully understand the academic honesty principles.

In general, the citing format used in Audentes International School is the MLA style (Modern Language Association). Other citing styles can also be used where appropriate.

Specific rules are stated on the MLA web site at <http://www.mla.org>. The easiest way to produce MLA style citations is to use: <http://citationmachine.net/>.

AUDENTES INTERNATIONAL SCHOOL ACTIONS IF STUDENT IS FOUND GUILTY OF MALPRACTICE:

The student is ultimately responsible for ensuring that all work submitted for assessment is authentic, with the work or ideas of others fully and correctly acknowledged. Candidates are expected to comply with all internal school deadlines: this is for their own benefit and may allow time for revising work that is of doubtful authorship before the submission of the final version. Each candidate must sign a cover sheet for all externally assessed components (except examination scripts) and all internal assessment to confirm that his or her work is authentic and to confirm that the work being submitted for assessment constitutes the final version of the work.

It is the responsibility of each teacher to confirm that, to the best of his or her knowledge, all candidates' work accepted or submitted for assessment is the authentic work of each candidate.

Audentes School may take one or several of the following actions if a student is found guilty of malpractice:

1. No grade will be awarded for the task
2. A lower grade may be awarded
3. The task will have to be redone
4. The student may be put on probation
5. The student may be expelled from the IB Diploma

These actions apply when the student has committed malpractice in everyday tasks or tests. If malpractice occurs in the internal or external assessment elements set by the IBO, the student will be given sufficient time to redo the work if possible. If there is not enough time to redo the work, IB will be notified, and no grade will be issued for the component. If a plagiarized work is not discovered and is sent to the IBO, the case will be handled by the IBO.

THE IBO ACTIONS IF STUDENT IS FOUND GUILTY OF MALPRACTICE:

1. No grade will be awarded in the subject concerned
2. No diploma will be awarded for the candidate
3. A certificate will be awarded for other subjects in which no malpractice has occurred.
4. The student found guilty of malpractice may register for examinations at least one year after the session in which malpractice was established.

For more information, please contact the IB Coordinator.

We wish all the student's good luck and hope that academic Honesty will be part of their lives in school and beyond!