



**Ann Arbor International Baccalaureate**  
**Academic Integrity Policy**  
December 2021 Revision

**Purpose:**

The purpose of the Ann Arbor International Baccalaureate Academic Integrity Policy is to provide a statement of beliefs about academic integrity that complement the practices of the Ann Arbor Public Schools. This policy defines academic honesty and supports academic integrity for students and seeks to identify, establish, and maintain practices that support teaching and learning.

Academic integrity is a guiding principle 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 behavior in the production of legitimate, authentic and honest scholarly work.

**Beliefs:**

- Students need support in understanding that academic integrity is fundamental in their development into responsible and caring world citizens of the future. By supporting learners, a culture of self-respect and respect for others can be nurtured and developed.
- Assessment can only be fair if all students are provided with an equal opportunity. Any act that undermines this fairness by students or the school will create a disadvantage for those who have followed the rules.
- Trust in the school grading practice is fundamental. The Ann Arbor IB schools incorporate a variety of practices that emphasize academic integrity and reflects five fundamentals—honesty, trust, fairness, respect, and responsibility
- Students will understand that it is acceptable to use the ideas, words or work of others. However, following good academic practice, it is expected that information is appropriately acknowledged.

**Practices:**

- Academic integrity requires the involvement of all stakeholders: students, parents, teachers, and administrators
- The schools teach a variety of practices related to academic integrity and reinforce these practices in teaching, learning and assessment practices.
- The schools approach academic integrity as a learning opportunity for students.
- The schools model, at an age appropriate level, good academic practice and ethical behavior.
- The schools provide age appropriate resources to support student learning and understanding of academic honesty. This includes similarity detection software and media literacy instruction.
- Students have a responsibility for producing authentic and genuine individual and group work.
- Students will know how to correctly cite sources, acknowledge the work and ideas of others.
- Students will know responsible use of information technology and social media.
- Students will know how to observe and follow ethical and honest practice during examinations.

**What is misconduct?**

Ann Arbor IB schools define student academic misconduct as intentional or unintentional behavior that has the potential to result in the student, or anyone else, gaining an unfair advantage in one or more components of assessment. Behavior that may disadvantage another student is also regarded as academic misconduct. It also includes any act that potentially threatens the integrity of examinations and assessments that happen before, during or after the completion of the assessment or examination, paper-based or on screen.

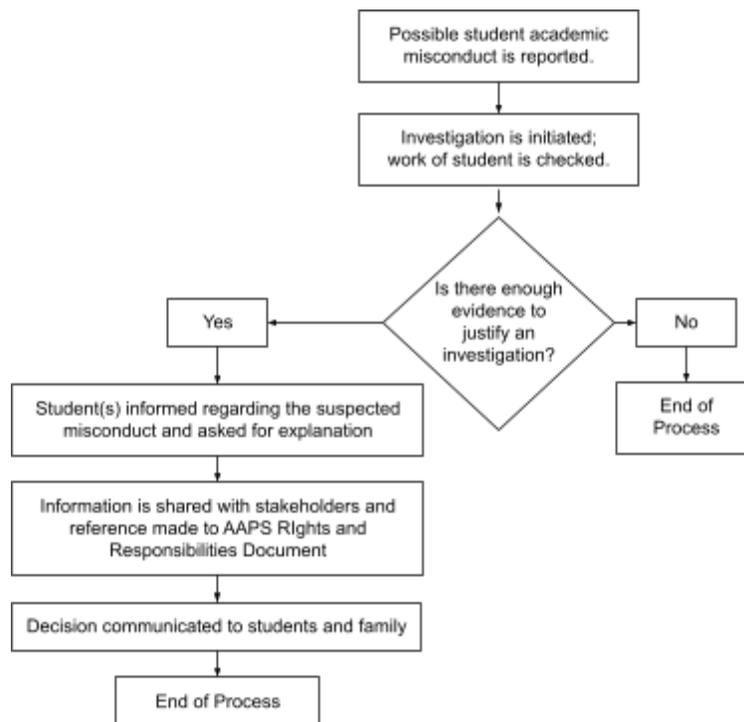
Academic misconduct's impact is the lack of trust, respect, and fairness to the learning environment of our schools.

Examples of academic misconduct include:

- Plagiarism: Claiming ownership of work that is not the student's own, either explicitly or implicitly.
- Collusion: Supporting the academic dishonesty of another; allowing work to be duplicated, or conspiring to duplicate work
- Duplication of Work: The presentation of others' work as the students own, or the use of a student's own work already used for assessment purposes
- Misrepresentation or falsification of documents: Submitting essential forms, cover sheets, hour logs, or other paperwork that is misrepresentative of student work or grants false permissions
- Any other conduct that grants a student an academic advantage over another, or that negatively affects the performance of another.

### What actions are to be taken if there are transgressions?

- Prevention should always be a preferred strategy with clear and open communication with students and families in understanding what is required to follow the academic honesty policy.
- The goal for all misconduct investigations is that students assume responsibility and commit to completing their work honestly, without unauthorized assistance (for example, by a third party), and following the above guidelines of academic honesty.
- Our procedure for misconduct investigations mirrors that of the IB and uses our *AAPS Rights and Responsibilities* document.



### Further Resources:

- IB: [Academic Integrity](#), Appendix 3: Plagiarism (How teachers can support their students & How students can avoid committing plagiarism)
- IB: [Academic Integrity](#), pgs 32-35 Penalty Matrices relating specifically to IB Assessments
- [AAPS Rights and Responsibilities](#) document

**Dates of policy review:**

- September 2015 as part of PYP, MYP, DP application process
- September 2016 as part of PYP, MYP, DP authorization process
- September 2017 as part of CP authorization process
- December 2021 as part of programme evaluation