



ACADEMIC HONESTY
in the
IB DIPLOMA PROGRAM AT
CAMPBELL COLLEGIATE

This document is to be read and signed by all students, and their parent/guardian, who participate in the IB Diploma Program at Campbell Collegiate, and returned to the IB Administrative Assistant in Guidance.

Academic honesty may be seen as a set of values and skills that promote personal integrity and good practice in teaching, learning and assessment.

All students enrolled in the IB Program at Campbell Collegiate are subject to **General Regulations: Diploma Program** (*Handbook of Procedures 2013*). This document is available as a link under the IB pages on the Campbell Collegiate website: campbellcollegiate.rbe.sk.ca.

Responsible and ethical behaviour

Candidates are required to act in a responsible and ethical manner throughout their participation in the Diploma Program and examinations. In particular, candidates must avoid any form of malpractice.

An authentic piece of work is one that is based on the candidate's individual and original ideas with the ideas and work of others fully acknowledged. Therefore all assignments, written or oral, completed by a candidate for assessment must wholly and authentically use that candidate's own language and expression. Where sources are used or referred to, whether in the form of direct quotation or paraphrase, such sources must be fully and appropriately acknowledged.

Definition of Malpractice

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 components. Malpractice includes the following:

1. Plagiarism: this is defined as the representation of the ideas or work of another person as the candidate's own.
2. Collusion: this is defined as supported malpractice by another candidate, as in allowing one's work to be copied or submitted for assessment by another.
3. Duplication of work: this is defined as the presentation of the same work for different assessment components and/or IB diploma requirements.
4. Any other behaviour that gains an unfair advantage for a candidate or that affects the results of another candidate (for example, taking unauthorized materials into an examination room, misconduct during an examination, falsifying data or CAS records, using on-line translators or other electronic devices, disclosure of information to and receipt of information from candidates about the content of an examination paper within 24 hours after a written examination.)

Suspected Malpractice Protocol

1. If a teacher or IB examiner suspects that a student is guilty of malpractice (most commonly, plagiarism or collusion), an investigation must occur. The following steps are taken:
 - a) The teacher will make a written statement indicating the evidence on which the allegation is based.
 - b) The student will make a written statement.
 - c) The parent/guardian will be informed
 - d) If the IB makes the allegation based on evidence of malpractice in a formal assessment, the coordinator must also write a report based on the teacher's and student's statements. An interview with the student, a parent/guardian, the subject teacher and coordinator may be held. The IB award committee decides whether a case of malpractice has been established.
 - e) If the allegation is made on a school-based assessment, the teacher may consult the coordinator to determine what action should be taken. If major allegations are made, the principal may also be consulted.

Consequences of malpractice

IB places great importance on academic honesty, and imposes penalties on a candidate found guilty of malpractice in order to ensure that the candidate does not gain an unfair advantage; to main the integrity of the examination session by excluding those candidates who have abused the system; and deter other candidates from taking the same action.

1. A student in the IB Diploma Program at Campbell Collegiate who is found guilty of malpractice *may* be subject to one or all of the following consequences at the school level:
 - a) No credit will be awarded for the assessment in question;
 - b) A student may be required to complete a different assessment;
 - c) The student may be required to discontinue in the IB class in question;
 - d) The student may be required to discontinue in the Pre-IB or IB Diploma Program.
2. The consequences imposed from the International Baccalaureate Organization are:

If the final award committee decides that a case of malpractice has been established, no grade will be awarded in the subject(s) concerned. No IB diploma will be awarded to the candidate, but a certificate will be awarded for other subject(s) in which no malpractice has occurred.

Sources:

This document was prepared based on the *IB Diploma Programme Handbook of Procedures 2013* and *Academic Honesty Diploma Program, IBO 2011*.



**CAMPBELL COLLEGIATE IB DIPLOMA PROGRAM
ACADEMIC HONESTY CONTRACT**

Please read the following statements, and write your name, signature, and date in the spaces provided.

STUDENT to sign and date:

I certify that ALL of the following are true:

1. I have read and understand the IB General Regulations document on the Campbell Collegiate website: campbellcollegiate.rbc.sk.ca. I understand and accept the definition and consequences of malpractice as presented in this document.
2. If I am unsure about whether something constitutes plagiarism, I will consult my teacher BEFORE I submit an assignment.
3. I promise to submit only authentic, original work that is my own, and to acknowledge fully all sources used or referred to in my work.
4. As a student in the IB Program at Campbell Collegiate I will act in a responsible, principled and ethical manner.

Student Name: _____ (please print legibly)

Student Signature: _____

Date: ____/____/____
(day) (month) (year)

PARENT/GUARDIAN to sign and date:

I certify that the following statement is true:

1. I have read and understand the IB General Regulations document on the Campbell Collegiate website: campbellcollegiate.rbc.sk.ca. I understand and accept the definition and consequences of malpractice as presented in this document.

Parent/Guardian Name: _____ (please print legibly)

Parent/Guardian Signature: _____

Date: ____/____/____
(day) (month) (year)