



# St Mary's

DIOCESAN SCHOOL FOR GIRLS

## **ACADEMIC INTEGRITY POLICY**

### **Rationale**

This policy is guided by the collective values of the school, but especially by:

- Commitment
- Responsibility
- Honesty
- Self-Confidence

St Mary's DSG is dedicated to providing a caring and supportive environment to every individual in the School Community. Therefore, our aim is not only to instill academic integrity for the learner's school career, but also to equip them with good research skills for life.

At both tertiary institutions and in the work place, dishonesty has severe consequences: subject and course failure, immediate expulsion or discharge, criminal prosecution and more. These consequences have long lasting implications.

Learners are encouraged to strive to produce work that is both original and cross-referenced. Dishonesty in academic terms means the following:

- ***Blatant Academic Dishonesty:***
  - The use of supportive information (i.e. crib notes, books, calculator, conversation, cellular telephone) during a test or examination.
  - Copying another person's work, or getting help or providing help in a test or an examination.
  - Allowing another person to copy their work and hand it in as their own.
  - Handing in the work of another person as one's own.
  - Revealing the test content to learners who have not done the test.
  - Correcting incorrect answers and changing marks during peer/self assessment.

- **Subtle Academic Dishonesty:**
  - Working on any assignment collaboratively, when it was clearly indicated that work was intended to be completed individually.
  - Allowing other persons to use one's assignment as reference when preparing their own.
  - Submitting work for credit more than once.
  - Altering a result (using false results) from research or in laboratory experiments.
  - Allowing others to copy work.

## Plagiarism

- The word plagiarism stems from the Latin "*plagiarius*" which literally means kidnapper. Plagiarism as defined by the *Oxford Dictionary* is to "take the work (or idea) of someone else and pretend it is one's own" (2002,678).
- According to the *Merriam-Webster Online Dictionary* (Plagiarism org. accessed 5 June 2007), to plagiarise means:
  - To steal and pass off (the ideas or words of another) as one's own
  - To use (another's production) without crediting the source
  - To commit literary theft
  - To present as new and original an idea or product derived from an existing source.
  - In other words, plagiarism is an act of fraud. It involves both stealing someone else's work and lying about it afterwards.
- **Blatant Plagiarism:**  
Copying from electronic and printed resources and presenting it as one's own work, whether words or pictures.
- **Subtle Plagiarism:**  
Using ideas and words (previously known to the reader) and passing it off as the reader's own original ideas.

Springfield Township High School 2005. [Springfield Township School](http://www.shs.springfield.k12.il.us) [online]. Available from: <http://www.shs.springfield.k12.il.us> [Accessed: 5 June]

### ACADEMIC INTEGRITY POLICY

I, \_\_\_\_\_  
hereby declare that I have read and understood the contents of the above Academic Integrity Policy and shall make every effort to comply with its contents. I understand that failure to comply with its contents will result in disciplinary action.

Signed by Learner: \_\_\_\_\_ Witness: \_\_\_\_\_

Date: \_\_\_\_\_