Academic Honesty Policy

1.0 Purpose
This policy sets out the expectations of EIT with regard to academic integrity and honesty.

2.0 Scope
This policy applies to all members of the Institute’s higher education community.

3.0 Objectives
The nature of scholarly endeavour, dependent as it is on the work of others, binds all members of EIT community to abide by the principles of academic honesty. Academic honesty is an integral part of the core values and principles contained in EIT’s Academic Freedom and Code of Ethics Policy. Its fundamental principle is that all staff and students act with integrity in the creation, development, application and use of ideas and information.

EIT expects that:
- all academic work claimed as original is the work of the author making the claim
- all academic collaborations are acknowledged academic work and is not falsified in any way when the ideas of others are used, and that these ideas are acknowledged appropriately.
- all academic and professional staff involved in learning, teaching and research are expected to display leadership in this area.
One of EIT’s objectives is to produce ethically and socially aware graduates, capable of applying the skills and knowledge they have developed at EIT to all aspects of their lives, as well as to their academic work. Academic dishonesty undermines the integrity of EIT’s academic awards and assessment processes, and damages EIT’s reputation. It also reduces the effectiveness of a student’s time at EIT.

The key principles of this policy are that EIT will:

1. Require all students and staff to undertake their academic work honestly
2. Use a range of approaches to educate students and staff to practise honesty in their academic work and raise awareness of the importance of ensuring ethical behaviour with respect to scholarship and research
3. Take consistent and equitable action to manage dishonest student behaviours by:
   a. communicating to students that any piece of academic work can be checked at any time using an appropriate process
   b. implementing a common remedial and penalty framework across EIT.
   c. establishing and applying appropriate, consistent procedures for detecting and investigating alleged academic dishonesty, including plagiarism
   d. providing and communicating the appeal process
4. Apply the appropriate processes of EIT’s staff contract agreements to manage alleged academic dishonesty by staff.

4.0 Implementation
EIT will engage staff and students by:

- using appropriate mechanisms to advise staff and students of the Policy
- developing educational strategies to promote academic honesty
- developing strategies that reduce opportunities for academic dishonesty, such as plagiarism
- designing strategies to increase student engagement with their study, and their ability to submit their own work
- reviewing these strategies at appropriate intervals.

5.0 Assessment and Plagiarism
To minimise plagiarism and academic dishonesty, EIT requires students to place and sign a statement on the front of each piece of assessment, that declares that the work is their own. Further details on dealing with plagiarism is found in the Academic Integrity and Plagiarism Detection and Software Guidelines.
6.0 Definitions

**Academic Integrity:** Demonstrating the values of honesty, trust, fairness, respect and responsibility in all academic endeavours, including preparing and presenting work for assessment as part of coursework or research.

**Plagiarism:** Using another person’s ideas, designs, words or works without appropriate acknowledgement.

7.0 Related policies and procedures

The following policies and procedures are related to this policy:

- Academic Misconduct Policy
- Integrity and Security in Assessment and Testing, Policy and Procedures – Computer Based Testing
- Academic Freedom and Code of Ethics Policy

8.0 Accountabilities

The Academic Board is responsible for review and approval of this policy.

The policy is to be implemented via induction and training of staff and distribution to students and the Institute’s community via the website and other publications.