

Academic Honesty Policy

Gyeonggi Suwon International School

ACADEMIC HONESTY

GSIS upholds the highest standards of academic honesty. The IB program and GSIS encourage integrity, independence, and the pursuit of excellence in all of our students. Because of this, students are taught and often reminded of proper referencing and citing of sources used. Discipline, therefore, is with the intent of educating and encouraging the student, while enforcing the stated policy.

Plagiarism, cheating, and receiving unauthorized aid or help on school assignments violates the IB Learner Profile, as well as the moral standards of GSIS as a Christian school, and are strictly prohibited. The following statements are taken from the IB Diploma Program document entitled Academic Honesty:

4.8 Plagiarism (and other forms of malpractice) must not be viewed as a trivial offence with only minor consequences. It must be viewed as a serious academic transgression with a community attitude that shows no tolerance and imposes severe penalties when it is discovered. (p.8)

2.1 The IB Regulations define 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 work: this is defined as the presentation of the same work for different assessment components and/or diploma requirements
- 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 examination, falsifying a CAS record). (p.3)

2.7 Fabrication of data is a further example of malpractice. If a candidate manufactures data for a table, survey or other such requirement, this will be interpreted as an attempt to gain an unfair advantage in an assessment component. Consequently, the final award committee will find the candidate guilty of malpractice. Using authentic data is a matter of academic honesty. (p.8)

Teacher responsibilities:

- Discuss the Academic Integrity Policy with students in all classes.
- Enforce the policy, always notifying appropriate people in the case of violations.
- Help students understand various examples of academic dishonesty.
- Use periodic checks and mid-assessment deadlines to help prevent academic dishonesty.

Student responsibilities:

- Understand all examples of academic dishonesty that are violations of the Academic Integrity Policy.
- Ask teachers to clarify what type of help is allowed on an assignment or assessment.
- Acknowledge and specifically note assistance given from anyone on any type of assignment or assessment.
- As a bystander or victim, report academic dishonesty to a teacher in an appropriate way.

Middle School MYP Students

Violations of the Academic Integrity Policy are serious and the following actions are taken for violations:

- Parents will be notified of any incidents of academic dishonesty.
- Academic dishonesty on any assignment or assessment will result in disciplinary action that may include:
 - Having to re-do the work
 - A detention
 - In-school or out-of-school suspension
 - A recommendation for academic or behavioral probation.
- All disciplinary actions for academic integrity violations will be recorded and maintained throughout the students' middle school years and may be included when providing information to prospective high schools, including GSIS.

High School

Actions in the area of academic integrity will be recorded and maintained throughout the students' high school experience, and could affect college recommendations, NHS membership, and other awards. Depending on the severity of the infraction, issues of plagiarism could be recorded on the student's transcript.

Academic Honesty violations progress from one academic year to the next. Once a student achieves the 3rd level of infractions, he/she may repeat the 3rd level if he/she violates the policy in a future year rather than proceeding directly to the 4th level.

The following shows a normal progression that could occur with violations of the Academic Honesty policy.

MYP STUDENTS

- Involving a formative assignment:
 - First Offense: "0" on the assignment plagiarized, assignment is re-done, one hour detention
 - Second and Following Offenses: same discipline, with possible addition of extra detention hours, possible contact or conference with parents
- Involving a summative assignment:
 - First Offense: "0" on the assignment plagiarized, assignment is re-done, one hour detention, parent is called
 - Second Offense: "0" on the assignment plagiarized, assignment is re-done, one day in-school suspension, conference with parents and student
 - Third Offense: "0" on the assignment plagiarized, assignment is re-done, three day in-school suspension, conference with parents and student, discussion regarding the results of a fourth offense
 - Fourth Offense: "0" on the assignment plagiarized, assignment is re-done, five day out-of-school suspension, conference with parents and student, parents encouraged to withdraw student from GSIS
 - Fifth Offense: student expelled from GSIS

DP STUDENTS

- Involving an assignment:
 - First Offense: "0" on the assignment plagiarized, assignment is re-done, one hour detention
 - Second and Following Offenses: same discipline, with possible addition of extra detention hours, possible contact or conference with parents

- Involving major projects or tests:

- First Offense: "F" on the assignment plagiarized, assignment is re-done, one hour detention, parent is called
- Second Offense: "F" on the assignment plagiarized, assignment is re-done, three day out-of-school suspension, conference with parents and student (discussion regarding the results of a third offense)
- Third Offense: "F" on the assignment plagiarized, assignment is re-done, five day out-of-school suspension, conference with parents and student (parents encouraged to withdraw student from GSIS)
- Fourth Offense: student expelled from GSIS