



## Overview:

Academic honesty is defined as “an authentic piece of work based on one’s original ideas and work of others is fully acknowledged.”<sup>1</sup> Students at Columbia are expected to follow the academic honesty policy by being principled students who act with academic integrity.

Academic dishonesty is defined as behavior that gives students an unfair advantage over others. Students who participate in any form of cheating through plagiarism, copying, use of unauthorized materials, and inappropriate collaboration exhibit behaviors of academic dishonesty.

## Key Terms and Examples

- **Plagiarism:** IB defines plagiarism as “the representation, intentionally or unwittingly, of the ideas, words, or work of another person without proper, clear and explicit acknowledgement.”<sup>2</sup> Examples of plagiarism extend beyond the use of words and also include copying artwork, photographs, diagrams, illustrations, data and maps without acknowledging the original source. Translating from one text to another without citing the original source is also an act of plagiarism.
- **Collusion:** IB defines collusion as “supporting academic misconduct by another student.”<sup>2</sup> An example of collusion would be allowing another student to copy your work and submitted as their own.
- **Duplication of work:** IB defines the duplication of work as “presentation of the same work for different assessment components and/or Diploma Programme requirements.”<sup>2</sup> An example of duplication of work may be turning the same work in for an extended essay that was also previously turned in for an internal assessment.

Teachers at Columbia High School will advise students as to the appropriate convention that they require to cite and acknowledge sources.

<sup>1</sup>International Baccalaureate Organization (August 2014). Academic honesty in the IB educational context. [www.ibo.org](http://www.ibo.org)

<sup>2</sup>International Baccalaureate Organization. Academic honesty in the Diploma Programme. [www.occ.ibo.org](http://www.occ.ibo.org)



**Expectations:**

At Columbia High School, students should:

- Collaborate with peers and credit individual contributions for group assignments
- Actively contribute to all group assignments
- Demonstrate their individual knowledge and understanding for various assessments
- Be responsible for his or her own work
- Cite any outside sources used in assignments

At Columbia High School, teachers should:

- Emphasize prevention of academic malpractice
- Instruct and guide students toward appropriate citation of work
- Use all available tools to detect student malpractice

**Consequences:**

There is no tolerance for student academic malpractice. Consequences may vary from parent notification to out of school suspension and diminished grade, depending on the level of assignment. In addition, students should be aware that if there is a breach of the General Regulations: Diploma Programme there will be serious consequences.

**Student and Parent Signature:**

I, \_\_\_\_\_, understand and agree that as a principled IB student it is my responsibility to uphold Columbia’s Academic Honesty Policy. Therefore, I will not participate in any form of academic dishonesty throughout the Diploma or Career-related Programme.

Student’s Signature: \_\_\_\_\_

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

I support and accept my child’s adherence to Columbia High School’s Diploma or Career-related Programme Academic Honesty Policy.

Parent’s Signature: \_\_\_\_\_

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

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<sup>2</sup>International Baccalaureate Organization. Academic honesty in the Diploma Programme. [www.occ.ibo.org](http://www.occ.ibo.org)