

## Nogales High School Academic Honesty Policy

**The IB Honesty Policy is posted along with other IB policies on our NUSD1 website. Additionally, all policies are referenced during IB Diploma Programme, and annually reviewed by administrators, and IB teachers.**

Academic honesty promotes personal integrity, respect, and it gives you the opportunity to demonstrate your knowledge and skills.

All coursework is to be authentic based on your individual and original ideas. It is critical that the work being assessed be the best work possible if it will receive credit and/or university credit/placement. With the increase on technology use now, many resources are easily accessible for students. According to the Academic Honesty guide published by the IBO, “students incorrectly believe that because the Internet is in the public domain and largely uncontrolled, information can be taken from websites without the need for acknowledgement.” Failure to acknowledge the work of others, could result in not earning credit as well as other consequences. In the International Baccalaureate Program, this is defined as *malpractice*, which means: behavior that results in, or may result in, the candidate gaining an unfair advantage in an assessment.

Malpractice involves:

***Plagiarism:*** \*Using another person’s words, pictures, charts, or ideas without properly giving that person credit. What someone publishes in a book or a website is their intellectual property, and using it improperly is theft. Direct copying of significant amounts of material without proper citation. This includes cutting and pasting from websites and copying directly from a book. Use of large segments (sentences or even phrases) of uncited, copied wording mixed in with your own words. Over-dependence on sources’ phrasing in a way not allowed by the assignment, such as rewriting a paragraph in basically your own words but clearly only using the ideas and structure of the source you are reading.

***Collusion :*** To support the academic dishonest behavior of another student. To disclose what a test looks like. To hide the truth about academic dishonest behavior. To allow personal work to be copied for assessment of another candidate.

***Duplication of work:*** To present the same work for different assessment components and/or diploma requirements. Example, a candidate may not present a piece of work for an internal assessment in history and for extended essay in history. A student may not write the same essay for English, and history class.

***Exam Improperities:*** To communicate with other students during a test when not authorized. To bring unauthorized material to the test such as electronic devices, notes, cheat sheets. To transfer exam information to other students, etc.

***Forgery:*** To falsely making or altering a document.

If group assessment is to be graded, each individual must prove authentic work and if sources are used, they must be cited. It is YOUR responsibility for ensuring your authentic work. Plagiarism and collusion are two forms of malpractice that cause penalties such as prevention from obtaining the IB Diploma. As stated in the IB Learner Profile, you should strive to be principled, to act with integrity and honesty, to be fair, just and respect the rights of others.

### **Consequences:**

At Nogales High School, academic misconduct will result in a loss of credit for the assignment, and a disciplinary referral for first offense. Repeated offenses will result in removal from the IB Program, Honors Program, Honor Societies, and in-school suspension for 3 days.

### **Nogales High School Responsibilities:**

- Provide guidance on how to avoid malpractice:
  - Teacher review
  - Academic Integrity
    - Copyright 2013 iParadigms, LLC
- Ensure students know how to recognize/acknowledge original works or ideas in all subjects
- Ensure Extended Essay supervisors go over EE Supervisor Guidelines
- Ensure MLA style is introduced and supported by the English Department
- Other styles, such as APA or Chicago may be introduced in other subject areas
- Use an appropriate anti-plagiarism software to avoid malpractice. Currently, Turnitin.com

### **IB Assessments and Examinations:**

All students must obey/follow rules while working on either IA's, TOK, EE, CAS, Presentations, and exams. Not following academic honesty will prevent you from obtaining the IB Diploma.

**NOGALES HIGH SCHOOL IB DIPLOMA PROGRAM  
ACADEMIC HONESTY POLICY**

I have read and understand the Nogales High School IB Diploma Program Academic Honesty Policy. I further understand that violation of this policy could result in a loss of credit, or removal from the NHS IB Diploma Program. I understand that as an IB student:

1. I will oppose each and every instance of academic dishonesty.
2. I will not request, receive, or give aid in IB examinations, tests, or quizzes.
3. I will not request or receive aid in class work, homework, or in any work that is to be graded by the teacher.
4. When I put my name on a any assignment, I attest that all of the work on the assignment is my own.
5. On all research papers and essays, I will cite all external sources. I will not represent someone else's work as my own.
6. I will not use "study aids" such as Sparks Notes, Cliff Notes, or other materials such as movie/video versions of a work of literature to replace the reading assignment in the class.
7. I will give confidential attention to the appropriate teacher or the IB Coordinator if I observe academic misconduct in any class.

I am aware that adhering to this policy will allow me to turn in quality work that I produced independently and of which I can be very proud.

(Please print)

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Student Name

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Student Signature

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Today's Date

\_\_\_\_\_  
Parent/Guardian Name

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Parent/Guardian Signature

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Today's Date