

# AUTHENTICITY

## ACADEMIC INTEGRITY AGREEMENT

### Introduction:

*It is important that all students are rewarded by only their own efforts, especially where the awarding of national qualifications takes place. The Academic Integrity Agreement outlines the expectations and responsibilities of students at Bethlehem College regarding the authenticity of their work.*

### I. General Expectations

- **Original work:** I understand that copying of work is not allowed under any circumstances. Any work that I submit must be my own original work, unless explicitly directed otherwise by my teacher.
- **Undue assistance given:** I understand that I may not receive undue assistance from tutors, family members or others.
- **Referencing:** If I use information, ideas, or work created by others in my assignments, I will give proper credit through accurate citations, references and acknowledgements as specified by my teacher.
- **No Plagiarism:** I will not engage in plagiarism, which is where work is copied inappropriately from another source. This includes downloading essays, copying and pasting and using translation media.

### II. Collaboration and Group Work

- **Group work:** In cases of collaborative assignments, I will contribute my fair share to the group's work and fully participate in the project.
- **Individual Accountability:** I understand that my contributions must be my own and I am responsible for the originality and accuracy of my portion of the work.

### III. Academic Integrity

- **Examination and Assessment Integrity:** During Exams, Tests, quizzes and any other forms of assessment, I will not engage in any form of cheating, communicating with others, or seeking assistance unless permitted by my teacher.
- **Unauthorised Aids:** I will not use unauthorised aids or devices, such as cheat sheets, electronic devices, or external sources, unless explicitly allowed by my teacher.
- **Sharing work:** Unless specified by the teacher, I will not allow other students to copy, read or view my work for assessments.
- **Proper Use of AI:** If I utilise AI tools for research or assistance in generating content, I will only do so in accordance with the formal guidelines provided by my teacher. In the absence of any formal AI guidelines provided by the teacher, there is no acceptable use of AI by students. If in doubt, I will check with my teacher.

#### **IV. Consequences due to breaches of the agreement**

- **Academic Consequences:** I understand that any breach this academic integrity agreement may result in academic consequences, including but not limited to receiving a “Not Achieved” grade for the assignment or assessment and my parents being informed. There will not be a reassessment opportunity.
- **Where more than one student is involved:** In the case of work being inappropriately shared between students, all students who are in breach of the academic integrity agreement and will be awarded a Not Achieved grade.
- **Disciplinary Actions:** Repeated breaches of this agreement may lead to disciplinary actions in accordance with the school's code of conduct.

#### **V. Reporting Breaches**

- **Reporting Breaches:** I understand that I have a responsibility to report any breaches of academic integrity that I become aware of to my Teacher, Head of Department or Senior Leadership Team.

#### **VI. Summary**

- **Acknowledgement:** I will adhere to the principles of honesty, authenticity and integrity in all of my academic work at Bethlehem College.

#### **Online Academic Integrity Agreement: [LINK](#)**

- **All students** will complete an online Academic Integrity Agreement form at the start of each academic year. The form includes all point covered in this agreement.
- **For ALL Project Based Internal Assessments** for NZQA, a copy of this agreement will also be included and signed by all students as a reminder of the agreement conditions.