



Academic Integrity Policy

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Related Policy/Procedure:	<ul style="list-style-type: none"> ➤ Assessment and Moderation Policy and Procedure ➤ Code of Conduct ➤ Staff Complaints Policy and Procedure ➤ Student Complaints and Appeals Policy and Procedure 		
<p>Coleraine Share Trading Pty Ltd trading as Lyons College RTO Code: 21986 CRICOS Code 0378M ABN:64 132 773 249 Phone: +61 3 8648 6610 Email: admin@lyons.edu.au Website: www.lyons.edu.au</p>			

Academic Integrity Policy

Purpose

This Policy outlines how Lyons College defines and deals with Academic Integrity and Academic Misconduct by students and Academic Staff.

Scope

All students enrolled in any course of study offered by Lyons College and all Academic Staff.

Definitions

Academic Integrity means pursuing academic endeavours in an honest and ethical manner, ensuring that information, theories, written text and ideas which are not original are acknowledged and referenced correctly.

Academic Misconduct means pursuing academic endeavours in a dishonest and unethical manner, with the intention of circumventing the assessment process and gaining an unfair and unwarranted advantage. Examples of Academic Misconduct include, but are not limited to:

- Assisting another person to engage in Academic Misconduct
- Cheating
- Collusion
- Contract Cheating
- Falsifying or fabricating data used in the course of academic endeavours
- Plagiarism
- Providing falsified or fabricated documents to obtain credit and/or recognised prior learning

Academic Staff means all permanent, casual, sessional or contract staff involved in the delivery or assessment of any higher education or VET unit or course of study offered by Lyons College.

Cheating means copying in an exam or using unauthorised materials in an exam or assessment. Other forms of cheating may be considered and investigated by the Learning and Teaching Committee.

Collusion means assisting or attempting to assist another student to act dishonestly in relation to an assessment or part of an assessment, or not adhering to the regulations set for a specific learning experience, examination, or assessment.

Contract Cheating means getting someone else to complete an assessment on your behalf, regardless of whether any payment was involved.

Plagiarism is defined in the Oxford dictionary as “*the practice of taking someone else's work or ideas and passing them off as one's own*”. Plagiarism also includes: not acknowledging or referencing other’s work correctly or at all; paraphrasing someone else’s work where it is obvious that the work is copied; paraphrasing and submitting work based on work which has previously been submitted; and cutting and pasting from various sources and claiming the work as original.

Policy

Lyons College expects that all students and Academic Staff conduct themselves in an honest and ethical manner and uphold the principles of Academic Integrity.

Academic Misconduct has a negative impact on the quality of education and training provided and diminishes the efficacy of the learning environment and student experience. The results of Academic Misconduct could lead to assessment processes being circumvented to unfairly provide advantage.

Academic Staff are expected to uphold the principles of Academic Integrity at all times. Academic Staff must not claim ownership of concepts or ideas of someone else. Where another person's concepts, ideas or work is used in any manner, it must be appropriately acknowledged and referenced.

Lyons College will not tolerate Academic Misconduct. Any allegations of Academic Misconduct will be investigated in accordance with the relevant Staff or Students Complaints and Appeals Policy (and Procedure). Any findings of Academic misconduct will result in disciplinary action.