

InformNet Academic Honesty and Integrity Policy

Purpose

InformNet is committed to developing a culture of academic honesty and integrity. In accordance with the *Provincial Assessment Policy Kindergarten to Grade 12: Academic Responsibility, Honesty, and Promotion/Retention (Manitoba Education, 2010)*, students are expected to demonstrate integrity, ethical conduct, and responsibility in all assessments, assignments, and course activities. Students agree to this policy upon registration.



What is Academic Honesty?

Academic honesty means that students demonstrate their own learning by completing tests, exams, and assignments independently. Cheating, plagiarism, and other dishonest practices will not be tolerated.

Academic Integrity Expectations

Students enrolled in InformNet are expected to:

- Complete all work independently unless collaboration is explicitly permitted.
 - Not allow others to copy or submit their work.
 - Use online resources responsibly and avoid misuse of digital content.
 - Avoid plagiarism in any form, including the use of Artificial Intelligence (AI) tools to generate or complete work.
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Plagiarism

Plagiarism is presenting another person's words, ideas, or work as your own. This includes, but is not limited to:

- Copying content from the Internet without proper attribution.
- Submitting assignments generated in whole or in part by Artificial Intelligence (AI).
- Using purchased, borrowed, or shared work.

InformNet teachers have access to plagiarism detection software and can identify inconsistencies between a student's submitted work and their typical writing style.

Academic Dishonesty

Academic dishonesty is any attempt to gain an unfair academic advantage by misrepresenting, altering, or falsifying work or information. Examples include (but are not limited to):

- Distributing or receiving answers on assignments, quizzes, or exams.
 - Using AI programs, websites (e.g., Chegg, Brainly, Quora, ChatGPT), or other unauthorized tools to complete work.
 - Copying another student's work or allowing someone to copy yours.
 - Submitting academic work that is not your own.
 - Assuming or allowing another person's identity for academic purposes.
 - Allowing another person to access course content, tests, or exams.
 - Using unauthorized devices or resources during an exam.
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Responsibilities

- **Students** are responsible for ensuring that all submitted work reflects their own learning.
 - **Teachers** will clearly communicate expectations and monitor for academic dishonesty.
 - **InformNet Administrators** will support teachers in reviewing suspected breaches and determining outcomes.
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Procedure When Dealing with Academic Dishonesty

When academic dishonesty is identified:

1. The subject teacher and/or InformNet Administrator will document the incident, including relevant details and supporting evidence.
 2. The student, parent(s)/guardian(s), and the day school administration will be notified of the incident.
 3. A Learning Check-In will be led by the subject teacher, with the InformNet Administrator present if needed, to review the incident, clarify expectations, and determine appropriate next steps.
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Consequences

Consequences will take into account the student's grade level, maturity, prior history of infractions, and individual circumstances. However, InformNet enforces the following minimum consequences:

- **First Instance:** A grade of zero on the assignment, quiz, or test.
 - **Second Instance:** Removal from the course. *Note: Removal from a course may negatively impact graduation planning and progress.*
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Summer Session Policy

Due to the shortened time period of InformNet's Summer Session, there is no opportunity to recover from lost instructional or assessment time. Therefore, *any confirmed instance of academic dishonesty during Summer Session will result in immediate removal from the course.*

Statement of Understanding

Submitting work that is not your own prevents genuine learning and undermines the integrity of InformNet's programs. All students are reminded that teachers and administrators are aware of online cheating platforms and AI tools, and any misuse will be dealt with seriously.