
Academic Integrity Policy for Students

1. Purpose

This Policy sets out the high-level principles relating to academic integrity and academic misconduct in the context of learning and teaching and postgraduate research at Te Herenga Waka–Victoria University of Wellington.

2. Application of Policy

This Policy applies to students regarding academic integrity, in the context of any university activity, or where any issue with academic integrity is directly connected to a student’s status as a student of the University. It applies to staff who are required to implement the Policy. Matters related to professional and academic staff conduct are covered under separate policy documents.

Policy Content

3. General Principles

- 3.1 Te Herenga Waka–Victoria University of Wellington (the University) is a world-class tertiary education institution that operates on a values-based system. Academic integrity is at the core of the University’s ethical values and reflects its strong commitment to respect, responsibility, fairness, integrity, and empathy.
- 3.2 With, and as, tangata whenua, we value te Tiriti o Waitangi, rangatiratanga (leadership), manaakitanga (the fostering of knowledge), kaitiakitanga (responsibility for and guardianship of knowledge), whai mātauranga (intellectual curiosity), whanaungatanga (collaboration and collectiveness) and akoranga (collective responsibility for learning).
- 3.3 Academic integrity is foundational to the work of all members of the University community, who are expected to uphold ethical standards in all academic activities, including learning, teaching, research, and engagement.
- 3.4 Communities of academic integrity demonstrate their maia (courage), character, and commitment to being the critic and conscience of society. This includes:
- (a) behaving in ways which are tika (correct) and that demonstrate our commitment to the core University values and recognise the kaitiaki role of all members of the University community as guardians of knowledge with shared responsibility to uphold honesty
 - (b) expecting all members of the University community to comply with the relevant statutes, policies, regulations, procedures, and guidelines relating to their rights and responsibilities, and to demonstrate collegiality and across discipline consistency

4. Academic Integrity in student work

- 4.1 Academic integrity requires students to behave with integrity, honesty, and responsibility in relation to all student academic work. This includes behaving with integrity in relation to the preparation, presentation, or submission of any assessment via coursework or thesis.
- 4.2 Students must act with academic integrity and (without limiting the meaning of academic integrity under clause 4) must:

- (i) produce, complete, or present the work or assessment themselves
- (ii) not engage any other person to produce, complete or present the work or assessment
- (iii) respect and acknowledge the work, ideas, and intellectual property of others through proper citation and referencing
- (iv) not plagiarise the work of others
- (v) acknowledge work that has previously been submitted for assessment
- (vi) follow rules or instructions in relation to any assessment, including examination rules around behaviour, permitted materials, technology, external input, and any other requirements specific to the assessment
- (vii) prepare all assessments individually, unless explicitly advised group work is permitted
- (viii) take reasonable precautions to maintain the integrity of assessments through not allowing others to copy work
- (ix) behave in accordance with the relevant research policies, including the Human Ethics Policy or the Animal Ethics Policy
- (x) behave with honesty and integrity in relation to the preparation, presentation and/or publication of data and research.

5. Academic Integrity: Educative Measures

Note: Please refer to Academic Integrity: Educative Measures Procedure for further information on application of this procedure. Staff can consult the Principal Adviser, Academic Integrity, about which procedure is appropriate.

- 5.1 The University will take Educative Measures where there is reasonable belief that a student has failed to adhere to the academic integrity expectations of the University, such as those set out in clause 4; and:
- (a) the student has no prior record of academic misconduct, and no concurrent educative measures procedures are underway; and
 - (b) if related to academic integrity within a thesis, the work has not been formally submitted for examination, publication, or as a report to an external organisation; and
 - (c) at least one of the following circumstances applies to the alleged breach, as it:
 - (i) is considered minor
 - (ii) demonstrates a lack of skill in paraphrasing and referencing or other discipline-specific scholarly practices
 - (iii) demonstrates a misunderstanding of the requirements associated with group work, other collaborative projects, or of an internship or placement.
 - (d) if related to academic integrity within a thesis, the Educative Measures Procedure will only apply if it is in relation to in-progress work.

6. Academic Misconduct

- (a) Academic misconduct is defined as any breach of academic integrity expectations as set out in clause 4 of the Academic Integrity Policy, whether that breach is inadvertent or deliberate.

- (b) Suspected academic misconduct will be addressed in accordance with the Academic Integrity: Educative Measures Procedure (see section 5), the Student Conduct Statute and/or the Academic Misconduct Procedure as appropriate.
- (c) Notwithstanding section 5(a), any breach that has been addressed through the Academic Integrity: Educative Measures Procedure (see section 5) does not amount to academic misconduct.

7. Commitment of the University community to Student Academic Integrity

7.1 To ensure the members of its community uphold academic integrity, the University is committed to facilitating a learning, teaching, and research environment that:

- (a) educates students about the importance of academic integrity and helps them develop the requisite academic skills;
- (b) enables staff to develop, promote, and maintain academic integrity and responsible research practices through guidance and training; and
- (c) provides mechanisms for staff and students to raise concerns about breaches of academic integrity and to have these addressed in confidence.

8. Professional standards bodies, accreditation organisations, and similar entities

The procedures, processes, and standards described in this Policy are to be applied subject to any relevant requirements and reporting obligations imposed by professional standards bodies, accrediting organisations, and similar entities.

9. Definitions

In this Policy, unless the context otherwise requires:

Student means any person enrolled in a personal course of study at the University, or a person who is studying at the University under an exchange agreement with another institution, and includes a resident in a Hall of Residence

Related Documents and Information

10. Related Documents

[Education and Training Act 2020](#)

[Privacy Act 2020](#)

[Academic Misconduct Procedure](#)

[Academic Integrity: Educative Measures Procedure](#)

[Animal Ethics Policy](#)

[Human Ethics Policy](#)

[Staff Conduct Policy](#)

[Student Conduct Statute](#)

Responsible Research Policy (*TBA*)

11. Document Management and Control

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