POLICY:		POLICY NUMBER:
Academic Integrity – MITT Staff, Instructors, and Students		**AC-1-4**
		PREVIOUS/REPLACES: **Academic Integrity Policy**
APPROVED BY: **Executive Council**	EFFECTIVE DATE AS OF: **January 20, 2015**	PRIOR VERSIONS: **December 18, 2014**

1. Policy Statement:

Academic integrity is a core value at MITT which applies to all MITT staff, instructors, and students. MITT has a responsibility to ensure that all grades earned and displayed on a student's academic record are true representations of the knowledge and skill level achieved. This also includes any admissions or registration information contained in the student record, as well as awards and bursary applications, or any other document submitted by a student for official purposes.

MITT staff and instructors are expected to serve as role models and set the example for academic integrity and professionalism. Staff and instructors are held to the highest standards of academic integrity in terms of their daily work, professional conduct, and continued education and training.

Academic dishonesty in any form is unacceptable. Students found to be in violation of the Academic Integrity Policy will be subject to disciplinary action under the Student Discipline Policy. Staff and instructors shall be subject to the appropriate policies and action governing MITT employees.

2. Scope:

This policy applies to all MITT staff, instructors, as well as students enrolled in full or part time secondary and post-secondary programs.

3. Procedure:

Any of the following shall constitute improper student, staff, or instructor conduct. Academic dishonesty includes, but is not limited to:

- Cheating: The use, attempted use, copying, or sharing, of unauthorized materials or information in order to gain an unfair advantage, or to misrepresent academic skill or knowledge.

- Plagiarism: The use of another person's words, ideas, data, or materials without appropriate acknowledgment or permission, or submitting another person's ideas or work as your own. Unless specifically authorized by the Instructor, plagiarism also includes re-submitting a student's own

work, entirely or in part, from an assignment or project previously submitted and graded by a different instructor, or in a different class or course at MITT or any other school or institution.

- Fraud or Fabrication: The intentional misrepresentation of information, falsifying research, inventing or exaggerating data or results, or citing incorrect or fictitious resources.
- Inappropriate Collaboration: Unauthorized sharing of information, receiving assistance from others, or completing projects or assignments as a group, when work is to be completed and graded individually.
- Impersonation: Falsely representing your identity in order to have credit or grades awarded to another person.
- Language Use: During tests, examinations, or any other evaluation activity outlined by the instructor, students are not to communicate to each other in a language not understood by the Instructor or test invigilator. Only the established working language of the class or program will be permitted in order to ensure that answers are not being communicated between students during a test.
- Obstruction: Any action which prevents or disrupts the scholarly activities of another student.
- Any other method of gaining an unfair academic advantage, or undeserved recognition or qualification.

4. Administration:

Each Dean, Director, Principal or Equivalent, or designate, oversees the administration and enforcement of this policy.

5. Review:

This policy will be reviewed as required by Academic Council and will be reviewed by Executive Council every five years. This policy shall remain in effect until amended or revoked, regardless of the five-year review.

6. Reference:

Student Discipline Policy
Student Behaviour Policy

7. Definitions: N/A