Document name and version	**3.3 Academic Integrity Policy**
Policy Number	3.3
Policies that Interact with Policy 3.3	Policy 3.4 Academic Impropriety Policy and Procedures
Approval Body	Academic Council
Date of Approval	February 2020
Date Policy Comes into Force	25th January 2021
Date of Review	2025
Revisions	April 2023. Included NAIN guidelines. Included reference to Website Guidance on Academic Integrity Included reference to most recent edition of APA (7th edition) Included reference to updated Irish Universities Association's National Policy Statement on Ensuring Research Integrity in Ireland

1. **Preamble.**

   1.1. Integrity in professional and academic work is a core value of IICP College. Adherence to this value requires that faculty, staff and learners uphold and foster accepted standards of academic practice in all their scholarly activities.

   1.2. This policy addresses the requirements of (i) QQI's suite of QA guidelines, (ii) QQI Assessment and Standards (revised 2013) and (ii) Standards and Guidelines for Quality Assurance in the European Higher Education Area, 2015 , which require that Institutions have in place and consistently apply pre-defined and published regulations covering all phases of the learner life cycle, and in particular "foster academic integrity and freedom and is vigilant against academic fraud" (Standards and Guidelines for Quality Assurance in the European Higher Education Area, 2015, p. 11).

2. **Purpose.**

   2.1. The purposes of this policy are as follows:

      2.1.1. To set out the College's commitment to Academic Integrity;

      2.1.2. To articulate IICP College's expectations for maintaining principles of Academic Integrity;

      2.1.3. To provide a framework for supporting Academic integrity.

3. **Scope.**

   3.1. This policy applies to all staff, faculty, undergraduate and postgraduate learners at IICP College.

4. **Roles and responsibilities.**

   4.1. The Academic Council is responsible for formally approving this policy and for overseeing its implementation and review.

   4.2. The Head of Academic Studies is responsible for the oversight of the implementation of this policy, and for initiating appropriate action.

4.3. All faculty, staff and learners are responsible for upholding the principles of this policy, and for adhering to its procedures.

5. Policy.

5.1. Academic Integrity is defined by the National Academic Integrity Network [NAIN][1] as "Compliance with ethical and professional principles, standards, practices and a consistent system of values, that serves as guidance for making decisions and taking actions in education, research and scholarship".[2]

5.2. IICP College aids community members in adherence to these principles through a coordinated, institution-wide approach to promoting honesty and integrity and avoiding dishonesty and impropriety in academic practice.

5.3. The skills of Information Literacy are fundamental to the demonstration of Academic Integrity. According to the Higher Education association for academic libraries and library workers [ACRL}."Information literacy is the set of integrated abilities encompassing the reflective discovery of information, the understanding of how information is produced and valued, and the use of information in creating new knowledge and participating ethically in communities of learning[3]."

5.4. In order to promote Academic integrity, IICP College:
- Fosters understanding of professional and academic integrity;
- Provides a range of learning opportunities aimed at developing students' information literacy, digital competence, and ethical awareness;
- Provides a range of opportunities, both informal and formal, to resolve concerns regarding academic integrity or infringement of academic standards.

5.5. Learners are responsible for reading and understanding their handbooks, and Academic Policies contained in IICP College's Quality Assurance Manual [QAM].

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[1] NAIN. (2022). Academic Integrity: National Principles and Lexicon of Common Terms.
[2] NAIN. (2002). Academic Integrity: National Principles and Lexicon of Common Terms. p. 8.
[3] ACRL (2015). Framework for Information Literacy for Higher Education, p.8

Learners should ensure that they understand and are able to apply regulations, codes and practices that apply to their programme. These include:

5.5.1. IICP College general regulations

- Code of Conduct;

- Learner Charter;

- Learner Supports;

- Complaints Policy;

- Disciplinary policy.

5.5.2. IICP College academic regulations:

- Academic Integrity Policy;

- Referencing System (APA) ;

- Word Count Policy;

- Policy and Procedure for Late Submission of Coursework

- Mitigating circumstances.

5.5.3. At Postgraduate Level, these also include relevant external codes:

- The *Publication Manual of the American Psychological Association*, Seventh Edition. Further information on this manual is available at: https://apastyle.apa.org/products/publication-manual-7th-edition

- Those carrying out research at postgraduate level should familiarise themselves with, and be guided by, the Irish Universities Association's *National Policy Statement on Ensuring Research Integrity in Ireland*[4]

6. Procedures.

6.1. In order to foster Academic and Professional Integrity, the following teaching and learning practices are applied as appropriate to each programme:

6.1.1. Learners are provided with the following guidelines:

- Guidance on proper use of academic referencing (APA referencing system);

- Guidance on academic and professional writing;

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[4] Irish Universities Association [EUA] (2019) available at https://www.iua.ie/wp-content/uploads/2021/04/National-Policy-Statement-on-Ensuring-Research-Integrity-in-Ireland.pdf

- Guidance on appropriate use of online resources;

- Assessment submission guidance and regulations;

- Guidance on Academic Integrity and Academic Impropriety

6.1.2. Learners are provided with the following tuition opportunities:

- Programme regulations pertaining to coursework;

- Academic writing conventions.

6.1.3. Learners are required to submit all coursework with a prescribed declaration that the submission is exclusively a result of their own work, unless otherwise permitted by the programme regulations.

6.2. Further supports and regulations in relation to Academic Integrity may be introduced on a programme or module basis.

6.3. The following procedures apply:

6.3.1. Academic Impropriety Policy;

6.3.2. Learner Welfare and Wellbeing Policy;

6.3.3. Disciplinary Policy.