

## Policy on Academic Honesty and Integrity

**Policy Title** – Policy on Academic Honesty and Integrity

**Policy Number** – 02

**Functional Area** – Academic

**Effective and Revised Dates** – 01.03.2024

**Approving Authority** – The Council, Lincoln Institute of Graduate Studies

**Administrative Responsibility** – All academic staff, Deans of Faculties, Heads of Departments, Senate and the Council

---

### **Rationale & Purpose** –

This policy covers principles of ethical, intellectual conduct, honesty and integrity. Academic Integrity is important as it ensures that students derive the basic tenets of discipline and integrity in their educational experience and in their pursuit of knowledge. Further, it fosters a culture that respects and adheres to fundamentals of ethical conduct in any field of study. It makes an individual aware of the professional and social consequences of actions and behaviors that breach such ethical conduct and what it could/would lead to.

### **Scope** –

Academic and non-academic staff members, undergraduate and postgraduate students

### **Policy Statement** –

Academic misconduct and dishonesty can be broadly defined to include the following:

- Cheating in an academic context is broadly defined as; securing or attempting to secure, or assisting to secure any recognition or credit for academic work or any other work submitted for assessment and evaluation. This includes engaging in collaborative and non-collaborative activities to access unauthorized material at examinations, taking credit for ideas and information from other published research as one's own, not giving due credit to the principle researcher irrespective of the professional status of the other members of the research team.
- Fabrications including intentional and unauthorized falsification, misrepresentation, or invention of any information, data or citation in an academic exercise. This includes



making up the data for a research paper, altering the results of a lab experiment or survey, listing a citation for a source not used, stating an opinion as a scientifically proven fact.

- Plagiarism such as intentionally or knowingly representing the words or ideas of another as one's own in any academic exercise without providing proper documentation of source by way of a footnote, endnote, or intertextual note including word for word copying from a source or another student's work and paraphrasing.
- Facilitation or Collusion. Assisting or attempting to assist another to violate a provision of the institution's student code of conduct regarding academic misconduct.

**Titles of related Policies, Procedures, Forms, Guidelines –**

Learning outcome policy, Assessment policy and examination policy