**ACADEMIC INTEGRITY POLICY**

UNIVERSITY OF DIVINITY

Current version in effect from:      1 Jan 2026
Approved by Council:      4 Dec 2019
Revised by Council:      14 Dec 2022, 3 Jun 2025
Policy Steward:      Dean of Academic Programs

**Related documents**

Academic Integrity Procedure

Education Services for Overseas Students Legislative Framework (ESOS)

Higher Education Standards Framework (Threshold Standards) 2021 Part A section 5.2 Academic and Research Integrity

TEQSA Academic Integrity Toolkit (2020)

TEQSA Good Practice Note: Addressing contract cheating to safeguard academic integrity (2017)

TEQSA Guidance Note on Academic Integrity (2019)

Regulation 9 Code of Conduct

Regulation 8 Members of the University

Academic Staff Policy

Unit Development and Review Policy and Unit Development and Review Procedure

Assessment Policy and Assessment Procedure

Appeals Policy

Enrolment Policy

Privacy Policy

Support for Students Policy

National Statement on Ethical Conduct in Human Research

Australian Code for the Responsible Conduct of Research.

**1.      Rationale and Objectives**

1.1      Academic integrity is fundamental to the success and credibility of the University of Divinity's students, staff and the whole institution.

1.2      The University of Divinity's approach to building and maintaining a culture of Academic Integrity is three-pronged:

a) Educative: Staff and Students are provided with all the necessary tools, guidelines and education to conduct themselves within the required academic integrity standards

b) Systemic: this policy and associated strategies and practices are adequate to respond to known challenges of academic integrity

c) Responsive: this policy and associated procedures provide a consistent approach for detection and responding to breaches of academic integrity at the University

1.3     This Policy aims to ensure that:

a) students and staff have an understanding of academic integrity and its fundamental value for learning, teaching and research

b) students and staff act with academic integrity in all academic activities including learning, teaching and research

c) students and staff are supported to use practices that maintain academic integrity

d) processes for dealing with actual or potential breaches of academic integrity are consistent and fair

e) academic integrity is monitored across the University in a consistent manner and data gained is used to improve the integrity of academic activities.

1.4     Together with the Unit Development and Review Policy, Assessment Policy, Support for Students Policy, and associated Procedures, this Policy forms the Education Framework at the University.

## 2.     Scope

2.1     This Policy applies to all members of the University as defined in Regulation 8 Members of the University.

2.2     This Policy is to be implemented in accordance with the general principles of the University's Code of Conduct, especially Regulation 9.3.1 and 9.3.2.

## 3.     Definitions

3.1     **Academic integrity** is a moral code guiding academic endeavour and engagement. It involves the generation and communication of information in an ethical, honest, fair, respectful and responsible manner.

3.2     **Academic misconduct** is any breach of academic integrity standards by a member of the University which is covered by section 6 of this Policy or characterised in the Academic Integrity Procedure.

3.3     **Poor academic practice (PAP)** occurs when someone has unintentionally, inadvertently, or carelessly breached the academic integrity standards covered by section 6 of this Policy in a submitted piece of work. It is not considered academic misconduct.

3.4     **Generative Artificial Intelligence** is a technological tool that can generate text, images, videos, audio and other types of content using large language models and available data by responding to questions and prompts.

## 4. Principles

4.1 Academic integrity is fundamental to the University's mission of excellence in learning, teaching and research, whereby students and staff develop knowledge, understanding and skills while demonstrating due regard for the work of others.

4.2 Students and staff of the University take responsibility for the academic integrity of their own work, including understanding what academic integrity is, and safeguarding against academic misconduct.

4.3 The University of Divinity aims to provide an educative environment to promote and build a culture of academic integrity in a systemic and responsive manner.

4.4 Staff involved in learning, teaching and research are expected to be role-models and provide leadership in academic integrity and educate students to exercise integrity in their assessments and academic work.

4.5 All assessments and academic work submitted by students must be their own independent work. Any ideas or content sourced from other people's work or produced by generative artificial intelligence, or other tools, must be appropriately attributed and referenced and not presented as their own.

4.6 The University responds to breaches of academic integrity standards in a timely, fair, transparent and consistent manner, ensuring procedural fairness.

4.7 The University is committed to quality improvement, monitors breaches of academic integrity standards, and seeks to investigate and address underlying causes.

4.8 The University will classify a suspected breach of academic integrity standards as either poor academic skills or academic misconduct.

4.9 The University ensures that outcomes and records of investigations of academic misconduct are kept secure and confidential.

## 5. Academic Integrity

5.1 The University supports its members in promoting academic integrity by:

a) educating students on academic integrity during orientation, academic skills activities, and in classes, especially in the first year of their course

b) requiring commencing students to complete a compulsory module on academic integrity

c) ensuring staff induction and professional development activities and materials include a focus on academic integrity and the appropriate engagement with generative artificial intelligence tools

d) designing assessments that foster academic integrity and minimise the potential for student academic misconduct

e) discussing academic integrity annually at the Academic Board and at College Academic Committees and reviewing the implementation of this Policy.

5.2     All work by members of the University, whether for assessment, publication or use as a teaching or learning resource, must acknowledge the originator of any material utilised. The University seeks to ensure this by requiring:

a)   students submitting work for assessment to declare that the work is their own and has not been submitted otherwise for credit, and make due acknowledgment of the work of others and / or generative artificial intelligence (Schedule A to the Academic Integrity Procedure)

b)   Higher Degree by Research and Minor Thesis students submitting a thesis for examination to declare that the work is their own and has not been submitted otherwise for credit, and make due acknowledgment of the work of others and / or generative artificial intelligence (Schedule B to the Academic Integrity Procedure)

c)   all members of the University publishing academic work, or using the work of others in teaching or learning resources, to make due acknowledgment of the work of others and generative artificial intelligence, and to observe copyright restrictions.

## 6.   Breaches of Academic Integrity Standards

6.1     Breaches of academic integrity standards include, but are not limited to:[1]

a)   Plagiarism – when a student uses words, ideas, media, graphs, music, pictures, research findings, or other materials or realia created by others without appropriate attribution or citation of such work. This may include the use of various mechanisms to avoid detection such as washing, recycling, and word substitutions.

   i.    Washing – when texts are processed through paraphrasing, translation, or Generative Artificial Intelligence (GenAI) tools to avoid detection.

   ii.   Recycling – when a student resubmits their previously submitted academic work, without prior permission from the lecturer, and not a revision, nor a re-drafting, whether in whole or in substantial part to gain unfair advantage.

b)   Contract Cheating – when a student submits academic work that has been requested to be produced by another person, a service, or GenAI, irrespective of the third party's relationship with the student and whether they are paid or unpaid and is represented in whole or in part as the student's own work. The provision of contract cheating services is a criminal offence under Australian law.

   i.    File Sharing – when a student shares, without permission of the College or School academic staff, unit related or assessment resources, including completed assessment or copyrighted materials, this may include to file-sharing, online study sites.

c)   Impersonation – when one person pretends to be someone else to complete an exam or an assessment task.

d)   Collusion – when work that was created in collaboration with others is submitted without the appropriate acknowledgement of collaborative input.

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[1] In creating the definitions of breaches of academic integrity standards, Policies from several Universities were benchmarked and in particularly the Student Academic Integrity Policy from Deakin University.

e) Falsification – when a person deliberately misrepresents or forges existing information or documentation and represents them to be real.

f) Fabrication – when a person deliberately creates a purported or non-existing information or documentation and represents them as actual data.

g) Ethical breach – this occurs where there is a failure to comply with the *National Statement on Ethical Conduct in Human Research*.

h) Irresponsible research – when a student embarks on an activity that contravenes the *Australian Code for the Responsible Conduct of Research*.

i) Promoting ways to breach academic integrity – when a student gives advice, assistance, or support to others with tools and ways to breach academic integrity and gain unfair advantage.

j) Non-compliance – when a student fails to comply with exam conditions, invigilated assessment requirements or directions.

## 7. Roles and Responsibilities

7.1 The University Council is the approving authority of this policy.

7.2 The Academic Board oversees the implementation of the policy.

7.3 The Dean of Academic Programs, the Dean of Graduate Research, and the University Secretary are responsible for the coordination, management, and reporting of academic integrity.

7.4 The Academic Committee at each College is responsible for academic quality by overseeing the implementation of this policy and procedure and making sure all breaches are reported to the Dean of Academic Programs.

7.5 The Academic Deans of the Colleges of the University are responsible for the implementation of this policy and associated procedure and for investigating breaches of academic integrity with fairness.

7.6 College staff members are responsible for:[2]
a) modelling academic integrity in their work;

b) designing assessments that limit the possibility of breaches of academic integrity;

c) educating students about academic integrity to build students' awareness and skills; and

d) reporting potential breaches of academic integrity.

7.7 Students are responsible for:[3]
a) completing the university's academic integrity module;

b) applying academic integrity to all of their studies; and

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[2]. Adapted from Deakin University's Academic Integrity instructions for staff.
[3]. Adapted from Deakin University's Academic Integrity instructions for students.

c) appropriately acknowledging their work and the work of others.

7.5 All members of the University are to uphold a culture of ethical conduct and comply with this policy and associated procedures.

## 8. Date of Next Review

8.1 This policy must be reviewed no later than 31 December 2028.