

## Ākonga | Learner Academic Integrity Policy V1.01(Excerpts)

---

### Prevention of academic misconduct

The Learner Handbook provides useful support to assist ākonga | learners undertake their assessments. It outlines protocols for plagiarism, acceptable use of AI and cheating.

All submitted assessments for CNZE courses and programmes must be the original work of ākonga | learner, and:

- ▶ AI has not to be used as an online writing tool for the assessment
- ▶ There is no plagiarism
- ▶ Referencing has been used appropriately
- ▶ There has been no cheating

Most of CNZE assessments are either in a short answer format, requiring a brief, concise and focused, complete response to questions to questions, or multiple-choice questions.

### References

If incorporating research and information from published sources, it is important to acknowledge the contribution of others in using their research or reports when presenting and contextualising your knowledge.

### Plagiarism

The New Zealand Qualifications Authority (NZQA) assessment rules definition of plagiarism is 'where a candidate has copied or paraphrased another person's work and has presented it as the candidate's own work without full acknowledgement' – see [NZQA Assessment Rules :: NZQA](#). Whilst it is good practice to reference legislative or regulatory publications, it is not a requirement (see [Copyright Act 1994 No 143 \(as at 31 May 2023\), Public Act 27 No copyright in certain works – New Zealand Legislation](#)).

### Acceptable use of Artificial Intelligence (AI)

AI can be a useful research and neurodiverse learning support tool. However, it must be used ethically and critically – not all answers it generates are 100% accurate. It does not replace the need for learners to independently demonstrate their understanding of the topic.

### Cheating

CNZE does not tolerate cheating. The nature of the courses CNZE deliver have a high safety component and it is vital that the learner fully understands the concepts being taught. Cheating is committing an act of academic dishonesty and examples include:

- ▶ ākonga | learner having another person complete their assessment
- ▶ using unauthorised access to assessment to answer their assessment
- ▶ copying from or sharing with other ākonga | learner assessment answers
- ▶ Falsifying or fabricating data
- ▶ Lying to get an extension or special consideration

These acts do not uphold the principles of academic integrity.

## **Detection of Academic Misconduct**

CNZE may assess in a variety of ways. This may include:

- ▶ Handwritten or typed assessments
- ▶ Group assignments
- ▶ Online assessment
- ▶ Practical assessments
- ▶ One to one ākongā | learner – kaiako | tutor oral assessment
- ▶ Submission of a portfolio of work

Our kaiako | tutors and assessors are familiar with the sources ākongā | learners will draw answers from. They are experienced at marking and can recognise when assessment answers are replicated or match other submissions verbatim, handwriting changes or format variances in written submissions. They also triangulate evidence from multiple sources and notice irregularities.

An ākongā | learner may suspect their work has been copied by a peer and CNZE will investigate any reports of this with discretion.

A high degree of reciprocal trust is embedded in the CNZE culture. We always start at a position of ākongā | learners conducting themselves with honesty and integrity, unless proven otherwise.

## **Responding to academic misconduct**

This policy outlines academic integrity expectations and academic misconduct.

CNZE will take prompt action on any academic misconduct identified. Investigations will be fair and transparent, and CNZE will engage with the ākongā | learner.

Manaakitanga | support will be provided to the ākongā | learner under an investigation, both during and after the process. This also applies to any third party that reports misconduct.

Any disciplinary action will be proportionate to the degree of misconduct found and will be documented in the ākongā | learner record. Findings may be used for reporting purposes and to provide insights into supporting prevention of misconduct in the future.