

ACADEMIC INTEGRITY

What does Academic Integrity mean?

Academic integrity means upholding the values of your school with respect to the production of your academic work and the completion of discussion boards, quizzes, tests, and exams.

What does Academic Misconduct mean?

At Humber, academic misconduct (also referred to as academic dishonesty) is defined as any act that violates the principles of academic integrity and undermines the fairness and credibility of the learning environment. It represents an offence against trust, honesty, respect, responsibility, and courage which are the core values upheld by the Humber Polytechnic community.

What are different forms of Academic Misconduct?

Cheating

- Copying someone else's work or allowing someone else to copy your work.
- Sharing answers (discussion board posts, quizzes, texts, assignments, exams)
- Using calculators, notes and other assistive aids when not permitted

Plagiarism

- Using someone else's words, ideas, or work without proper acknowledgment or credit, and presenting it as your own.

Fabrication

- Making up or falsifying information, data, or sources and presenting it as genuine work.

Ghostwriting

- Someone else completes academic work on your behalf, and you submit it as your own.

Contract Cheating

- Someone pays or exchanges something of value for someone else to complete their academic work, and then submits it as their own.

Artificial Intelligence (AI)

- Submitting academic content that is generated and/or enhanced with the use of AI to the point that the content does not represent the student's abilities is considered a breach of Academic Integrity.



Potential consequences for a student found in breach of Humber's Academic Misconduct policy:

- Academic Misconduct Letter issued
- Resubmit assignment/exam
- Lose marks (assignment or full course)
- Notation in faculty record
- Transcript notation

- Scholarships/bursaries revoked
- 2–6 term suspension
- Possible expulsion
- Credential rescinded (post-graduation)
- Sanctions can be retroactive



RESOURCES

STUDENT SUCCESS
RESOURCES
Humber Advising &
Career Services
[CAREERS.HUMBER.CA/
RESOURCES](https://careers.humber.ca/resources)

EXAMPLES & SCENARIOS

1. Using Past Assignments From a Friend

- Reading or referencing a friend's old assignment, (even just to "get an idea") can cross the line if it influences your own work, especially if your instructor hasn't allowed collaboration or shared samples.

2. Improper Paraphrasing Without Citing

- Changing a few words from a website or article but keeping the same structure or ideas without citing the source is still plagiarism, even if it's not word-for-word.

3. Submitting Group Work as Individual Work

- If you submit work completed collaboratively (e.g. shared notes or group writing) for an individual assignment without permission, it can be considered unauthorized collaboration.

4. Reusing Your Own Work in a Different Course ("Self-Plagiarism")

- Submitting an assignment you wrote in a previous course for a different class (even if it's your own writing) is considered academic misconduct unless you get approval from the instructor.

5. Letting Someone "Edit" Too Much of Your Paper

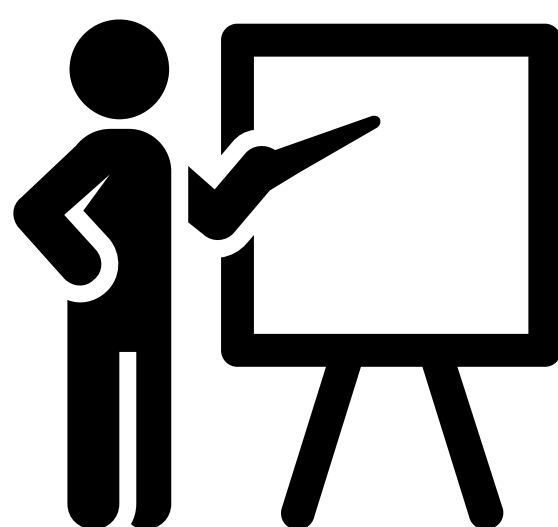
- Getting help from a tutor, friend, or family member is fine but if they rewrite or restructure your assignment for you, that may be considered ghostwriting.

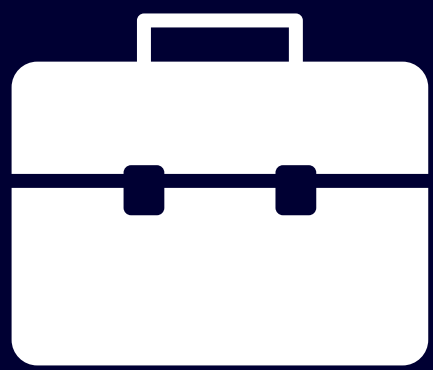
6. Using AI Tools Without Permission

- You use ChatGPT or another AI tool to help brainstorm or reword your assignment and submit it without checking if your instructor allows AI assistance or citing it. Even if AI helped "a little," this can still count as unauthorized aid or misrepresentation.

7. Taking Photos of the Test to "Review Later"

- You take a quick photo of a quiz or exam (even just one question) to study or share with a friend later. This is considered unauthorized reproduction of test material, even if you don't share it.





ACADEMIC INTEGRITY CHECKLIST

- ☐ **Understand the assignment:** Clarify expectations, format, citation/reference style, and requirements with your instructor.
- ☐ **Keep thorough documentation:** Save all research notes, outlines, drafts, lab sheets as these may be requested later.
- ☐ **Quoting & paraphrasing correctly:** Quote verbatim (using quotation marks) and cite the source. Paraphrase with your own words and cite original idea.
- ☐ **Double-check citations:** Ensure references include author, title, page numbers, date, URLs, and follow the required reference style.
- ☐ **Use consistent referencing style:** Whether APA, MLA, Chicago, or discipline-specific style, make sure to stick to the same format throughout.
- ☐ **Do not share or reuse others’ work:** Submitting group work for individual academic work or using a peers’ paper is misconduct.
- ☐ **Avoid fabrication or falsification:** Never invent or alter data, lab results or survey findings.
- ☐ **Steer clear of ghostwriting or contract cheating:** Getting someone else to write any part of your work is prohibited and can lead to severe penalties.

Academic Integrity Supports

Resource	What They Offer
Library Services	Research support, citation guides, self-paced Academic Integrity & Citation Awareness module.
Student Learning Services / Writing Centre	Help with structuring assignments, citation formatting, and avoiding plagiarism.
Innovative Learning – AI Hub	Clarifications on generative AI use and integrity, AI Specific Academic Integrity Module.
Advising & Career Services	Academic resources, academic advising and support with accessing learning supports.
Academic Regulations & Requirements	In-depth overview and information regarding regulations and requirments for all students.