



South Dade Senior High School
International Baccalaureate Diploma Programme
Academic Honesty & Integrity Policy

Philosophy

At South Dade Senior High School, we believe that honesty, trust, and respect form the foundation of academic success and responsible citizenship. Academic integrity ensures that students develop independent thinking skills, conduct authentic research, and use the ideas of others ethically.

As an IB World School, we uphold the IB's position that **academic integrity is central to the validity of assessment** and to the development of principled learners. We value intellectual property and require students to acknowledge all sources, whether human-created or generated through digital tools, including Artificial Intelligence (AI).

This policy aligns with **Miami-Dade County Public Schools (MDCPS) Magnet Program procedures** and the **International Baccalaureate Organization's Academic Integrity Policy**, including the 2023 *Use of Artificial Intelligence in Assessment* guidance.

Purpose

This policy aims to:

- Set clear expectations for academic integrity in all IB DP coursework, internal assessments, and examinations.
- Define responsibilities of students, teachers, parents, and administrators in upholding these standards.
- Address the ethical use of Artificial Intelligence (AI) tools in academic work, including the Extended Essay (EE).
- Outline consequences for academic misconduct in accordance with both MDCPS and IB regulations.

Definitions of Academic Misconduct

In line with IB definitions, academic misconduct includes:

- **Plagiarism** – Presenting another's ideas, words, or work as your own without proper acknowledgment.
- **Collusion** – Supporting academic misconduct by another student, such as allowing work to be copied.

- **Duplication of work** – Submitting the same work for different assessments.
- **Falsification** – Fabricating or altering data, citations, or other assessment content.
- **Misuse of Artificial Intelligence** – Using AI-generated content without acknowledgment, using AI to produce entire assignments, or relying on AI in ways that breach IB rules.
- **Other misconduct** – Cheating in an examination, unauthorized translation, or other actions that create unfair advantage.

Artificial Intelligence (AI) – IB 2023 Guidance

In alignment with IB's *Use of Artificial Intelligence in Assessment* policy:

- **Permitted Uses:** AI tools (e.g., ChatGPT, Grammarly, translation software) may be used **only** when explicitly allowed by the teacher and for permitted purposes such as idea generation, grammar checking, formatting assistance, or exploring multiple perspectives.
- **Required Acknowledgment:** Any use of AI must be clearly cited in the work using MLA format. The citation should include the tool name, version, date accessed, and a description of how it was used.
- **Prohibited Uses:** AI must not be used to produce entire responses, write full essays or sections, or conduct original analysis on behalf of the student. Submitting AI-generated work as one's own is academic misconduct.
- **Academic Accountability:** Students remain responsible for verifying the accuracy, originality, and proper citation of all information in their work, regardless of AI assistance.

Extended Essay (EE) & AI

- **Research Integrity:** The EE must be based on the student's independent research, analysis, and evaluation. AI may not be used to write sections of the EE, produce the Research Question, or synthesize conclusions.
- **Permitted AI Support:** Students may use AI tools for **organizational assistance** (e.g., brainstorming keywords for research), **grammar checking**, or **formatting help**—but only with explicit acknowledgment.
- **Prohibited AI Use in EE:** Using AI to draft paragraphs, analyze primary data, or produce literature reviews violates IB regulations.

- **Acknowledgment in EE:** If AI tools are used, they must be listed in the *References/Bibliography* and described in the *Reflections on Planning and Progress Form (RPPF)*.

Roles & Responsibilities

IB Coordinator

- Ensure all staff and students understand IB and school academic integrity policies, including AI guidance.
- Submit suspected misconduct cases to the IB when required.
- Provide guidance on acceptable use of AI in IB assessments and Extended Essays.

Faculty & Staff

- Model and teach proper research and citation practices.
- Clearly define AI use expectations for each assessment.
- Require students to sign the Academic Honesty Statement on major assignments.
- Report suspected misconduct promptly.

Students

- Produce authentic work and cite all sources, including AI tools.
- Seek clarification when unsure about acceptable AI or collaboration practices.
- Follow all deadlines and procedures for IB and school assignments.

Parents/Guardians

- Encourage ethical study habits.
- Support adherence to the school's integrity expectations.
- Communicate with teachers if their child is struggling academically.

Consequences of Academic Misconduct

- **First Offense:** Conference with student and parent/guardian; loss of credit for the work; written warning in IB file.
- **Subsequent Offenses:** Loss of credit with no redo; reduction of conduct grade; removal from leadership roles; possible removal from IB DP.

- **For IB-Submitted Work:** Misconduct will be reported to IB and may result in “No Grade Awarded” for the subject.

Academic Honesty Statement

On my honor, I affirm that this work is my own. I have not engaged in plagiarism, collusion, misuse of AI tools, or any other form of academic misconduct. I have properly acknowledged all sources, including any AI tools used.

Policy Review

This policy will be reviewed annually by the IB Coordinator in collaboration with faculty, MDCPS administration, and students to ensure compliance with IB regulations, MDCPS policies, and evolving technology guidelines.

Most recent review: August 13, 2025. In consensus with school representatives and IB Teachers and Administrators