

Levels of Academic Integrity Breaches

This guide outlines how to identify and respond to different levels of academic integrity breaches at Ara Institute of Canterbury. Use it in conjunction with *APP304a Definitions of Academic Integrity Breaches* and *APP304 Academic Integrity* policy to ensure fair, consistent, and educative handling of breaches of academic integrity or academic misconduct. These documents together support ethical and clear decision-making.

Level	Definition	Suggested Considerations	Examples (refer to definitions)	Management	Appropriate Actions/Sanctions (any or all of)
0	This is the lowest level breach of academic integrity. Irrespective of the extent of the breach and the proportion of the assessment affected, this breach reflects no dishonest intent.	<p>The student is likely inexperienced and/or lacks understanding of the principles of academic integrity.</p> <p>Cultural support & pastoral care needs (International, Māori, wellbeing)</p> <p>Mitigating circumstances/time pressures.</p> <p>No or limited prior instruction in academic integrity has been given.</p>	<p>Referencing has been attempted but significant referencing errors occur.</p> <p>The assessment contains in-text references but no reference list.</p> <p>The assessment contains a reference list but no in-text references.</p> <p>Few elements of computer source code copied.</p> <p>One or two graphics not cited.</p>	<p>The breach is to be managed in an educative manner.</p> <p>There is no limit to the number of times a Level 0 sanction can be applied, but a repeated breach of the same type, following an appropriate educative action, should escalate to Level 1.</p>	<p>Facilitated discussion with appropriate academic staff member.</p> <p>A referral to Learning Services or other appropriate staff member for skills development, including specific learning outcomes and timeframes.</p> <p>Additional work (e.g. an assignment designed to assess whether the learner has learned the appropriate skills) may be required.</p> <p>Academic Support and Monitoring plan.</p> <p>Other actions as determined for a particular case [Note: A review of instructions in academic integrity may be undertaken by the Programme.]</p>

Level	Definition	Suggested Considerations	Examples (refer to definitions)	Management	Appropriate Actions/Sanctions (any or all of)
1	This is a breach of academic integrity that reflects likely dishonest intent, irrespective of the extent of the breach and the proportion of the assessment affected.	<p>Student is likely beyond their first semester of study.</p> <p>Level of study Instruction provided on academic integrity expectations.</p> <p>Cultural considerations</p> <p>Time pressures/ mitigating circumstances.</p>	<p>Plagiarism</p> <p>Fake referencing</p> <p>Copying segments of another student's work</p> <p>False indication of contribution in group work</p> <p>Re-using previously assessed work without kaiako permission.</p> <p>Repeated breach</p>	<p>The breach is to be managed in an educative manner.</p> <p>There is no limit to the number of times a Level 1 sanction may be applied.</p>	<p>Ākonga to attend a face-to-face or online remedial learning session on academic integrity.</p> <p>Academic Support and Monitoring plan and formal Academic Contract and/or formal written warning</p> <p>The award of a reduced, failing or zero mark for the relevant summative assessment</p>

Level	Definition	Suggested Considerations	Examples (refer to definitions)	Management	Appropriate Actions/Sanctions (any or all of)
2	This is a significant breach of academic integrity with clear signs of dishonest intent. Irrespective of the extent of the breach and the proportion of the assessment affected, the clear presence of dishonest intent means that a breach can be ascribed this level even in the absence of Levels 0-1 in the ākongā record.	<p>Student is nearing completion of an undergraduate or postgraduate programme of study.</p> <p>Student is experienced and is fully expected to understand.</p> <p>The impact of the sanction on the student in relation to the significance of the breach.</p>	<p>Cheating</p> <p>Collusion</p> <p>Criminal Activity</p> <p>Dishonest use of technology</p> <p>Fabrication</p> <p>Facilitating Academic Dishonesty</p> <p>Misrepresentation of academic records.</p> <p>Misrepresentation of identity</p> <p>Multiple Submissions</p> <p>Unfair Advantage</p> <p>Repeated breach</p> <p>Whole works copied.</p> <p>Purchasing of an assignment or significant AI-assisted plagiarism</p> <p>Significant misappropriation of artwork, computing code, ideas.</p>	<p>The alleged breach is to be managed in an educative manner.</p> <p>Proven breaches are to be managed with an appropriate action.</p>	<p>Ākongā to attend a face-to-face or online remedial learning session on academic integrity with the Library and Learning Services.</p> <p>Formal written warning.</p> <p>Minor proportion of the assessment is affected and/or the assessment contribution to the final grade is minor.</p> <ul style="list-style-type: none"> Award of reduced or zero mark for the relevant summative assessment. Decision not to mark or assess the work or record a mark/grade <p>Moderate proportion of the assessment is affected and/or moderate contribution to the final grade.</p> <ul style="list-style-type: none"> Award of zero mark for the relevant summative assessment. Suspension from any course for a defined period. Formal note indicating 'Intentional Plagiarism' (or other misconduct) placed on academic record for a specified period of time. <p>Major proportion of the assessment is affected and/or contribution to the final grade.</p> <ul style="list-style-type: none"> Cancellation of credit if the ākongā has been credited with a pass in the course in which the allegation arose. award a failing grade. Formal note indicating 'Intentional Plagiarism' (or other misconduct) placed on academic record for a specified period of time. <p>In severe or repeat cases of a major breach:</p> <ul style="list-style-type: none"> Probation, suspension, or cancellation/refusal of enrolment as defined in APP506 Probation and APP512 Suspension and Refusal of Enrolment.