Universum International College
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Academic Integrity Policy

August, 2024

Article 1:

Overview

Honesty and self-discipline are foundational aspects of learning and are essential values in the academic community. UNI - Universum International College adheres to strict standards of academic integrity, and all students must uphold these standards. Academic dishonesty includes, but is not limited to, plagiarism, ghostwriting, impersonation, alteration of grades, and other forms of cheating. Such acts are considered academic misconduct and warrant disciplinary action. Some related cases, such as the attempted theft of academic records or exams, may incur additional disciplinary sanctions.

Article 2:

Authorship

Authorship involves the creation of new ideas or material and further development of others' work. Integrity in the academic world is paramount, and it is essential that students acknowledge the sources of ideas used in their work. The use of others' ideas and words is often crucial to successful academic work. Examples of appropriate use of others' work when authorship is acknowledged:

- Reproducing sections of unedited text, graphs, graphics, or images.
- Reproducing text or other content with paraphrasing, editing, or other changes.
- Re-expressing the views, ideas, and theories of others in one's own words.

Article 3:

Referencing

Citing sources correctly is an important academic practice that demonstrates a student's understanding and engagement with their studies. Proper referencing is crucial to avoid suspicion of academic dishonesty and to contribute to the educational process by producing excellent papers, exams, and presentations.

UNI - Universum International College primarily uses the APA, Chicago, Harvard or MLA referencing style, with resources available on Moodle/Canvas. Throughout their studies, students will be taught, through classes and ongoing practice, how to use referencing effectively.

Students are required to sign a disclaimer on plagiarism and authenticity for every graded assignment, exam, paper, thesis etc.

Article 4:

Academia.al Plagiarism Detection Service

UNI - Universum International College utilizes Academia.al software to detect plagiarism. This software identifies similarities in submitted work by comparing it to an extensive database and web sources. Academia.al detects direct citations and paraphrased content, and students should understand how the software works. This will be explained through workshops and resources available on Moodle/Canvas.

Academia.al is also available as a learning tool, allowing students to repeatedly upload drafts of their work to check and refine their content for originality before the final submission deadline. It is important to note that UNI does not allow more than 10% plagiarism in any submitted work.

Article 5:

Ethical and Professional Obligations

Students at UNI are expected to maintain high standards of ethical behavior and conduct, demonstrating integrity, respect, and responsibility in their academic endeavors. This includes:

- Learning and studying with dedication, energy, and continuous effort.
- Behaving with dignity and demonstrating intellectual and academic integrity in attitudes and actions.
- Showing respect towards academic staff, managerial staff, and all other members of the UNI community.
- Observing strict rules of conduct during lectures, seminars, and other academic activities.
- Preserving and respecting the internal order of UNI, including the rules and principles of teaching and the learning environment.
- Respecting the property of UNI and avoiding any actions that could endanger the health, safety, or well-being of others within the institution.
- Fulfilling obligations to UNI in a timely and complete manner.
- Cultivating and advancing knowledge, honesty, integrity, and intellectual freedom within UNI.

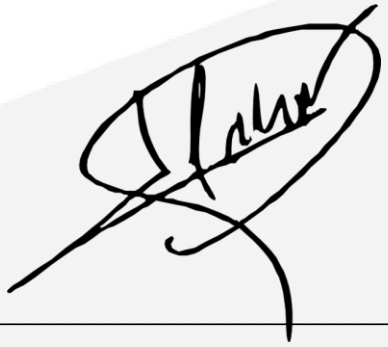
- Contributing positively to the academic and professional environment by respecting and promoting the reputation of UNI both inside and outside the institution.

Article 6:

Final Provisions

Violations of this policy are considered unethical, immoral, undignified, and unprofessional. Failure to rigorously and continuously adhere to the principles and standards outlined in this policy may result in disciplinary measures, including the potential loss of student status at UNI.

This policy is designed to advance the academic and intellectual potential of UNI's students, fostering a culture of excellence, mutual respect, and intellectual integrity.



Isabel Salvat

Chair of the Academic Council