

# STUDENT ACADEMIC INTEGRITY AND MISCONDUCT POLICY

Reference: POL-039  
Status:  
Classification: Academic  
Approved Date:  
Review Date: June 2026  
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<b>Purpose</b>	The purpose of this policy is to outline the importance of maintaining academic integrity at BPP Institute and to define what constitutes academic misconduct.
<b>Scope</b>	This policy applies to all students.
<b>Policy Principles</b>	<p><b>1. General</b></p> <p>1.1. Academic integrity sits at the core of any academic institution. At BPP Institute, it is expected that all students demonstrate the highest levels of academic integrity.</p> <p>1.2. Academic integrity is a commitment to act with honesty, fairness, responsibility and respect in all academic work.</p> <p>1.3. Dishonest academic practice or academic misconduct by students is a breach of the principles of academic integrity and devalues the quality of the students' learning. BPP Institute does not tolerate such behaviour under any circumstances.</p> <p>1.4. Academic misconduct is conduct that allows an individual or group to obtain an unfair advantage through unethical practices. Academic misconduct (whether intentional or not) includes, but is not limited to, actions such as:</p> <p>1.4.1. plagiarism (including self-plagiarism);</p> <p>1.4.2. collusion;</p> <p>1.4.3. cheating in exam;</p> <p>1.4.4. contract cheating;</p> <p>1.4.5. unapproved use of artificial intelligence (AI) tools;</p> <p>1.4.6. providing documents which are false, misleading or deceptive (such as altered medical certificates and falsified academic records).</p> <p>1.5. Academic penalties will apply to students found guilty of academic misconduct, which will be determined by the nature of the offence. First time breaches, such as plagiarism that is not intentional, will receive an educative response from academic staff.</p> <p>1.6. The penalties for academic misconduct are detailed in the Student Academic Integrity and Misconduct Procedure.</p> <p>1.7. BPP Institute will maintain a secure and confidential register for the management of reports of academic misconduct. The register will also record the outcome of the investigation and penalties that may have been applied.</p>

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1.8. In accordance with the Student Complaints and Appeals Policy, students have the right to appeal the outcome of any investigation, and any penalty applied under this policy.

**2. Academic Integrity Module**

2.1. To develop a culture of academic integrity, all students who are enrolled in their first study period at BPP Institute must complete the Academic Integrity Module (AIM). BPP Institute will organise multiple AIM sessions for students to complete the module on campus.

2.2. Students who miss these sessions are also able to attempt AIM online via the Moodle Learning Management System. For students who have not completed AIM by the end of their first study period, BPP Institute will withhold the grades of units enrolled by these students until they complete AIM.

**3. Resources**

3.1. A bank of resources on Academic Integrity will be provided for students during their studies for educational purposes. These will be stored on the LMS. Lecturers will also make reference to Academic Integrity in units.

3.2. Staff will receive training and resources on Academic Integrity matters, including identification of misconduct, good assessment design, good remedial practice, and the ethical use of AI tools, and this will be monitored by the Academic Integrity Committee.

**4. Artificial Intelligence Use**

4.1. BPP Institute believes that when used thoughtfully and ethically, generative AI can be used to support academic practices and student learning. We encourage educating students on the benefits of using AI technologies, whilst also ensuring they understand the ethical considerations and academic misconduct risks of using such technologies. Some lecturers may wish to incorporate the use of generative AI in assessment, however, if used, students should acknowledge its use in assessment tasks by referencing the tool and describing the way that it has been used and integrated into their work.

4.2. The use of generative AI is not always appropriate in

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	<p>assessment and some lecturers may choose to ban or restrict its use for certain assessment tasks. As such, expectations and implications for AI use in assessment must be addressed in unit outlines and by lecturers as part of the assessment conditions within their units.</p> <p>4.3. The AIM will provide guidance to students on the unapproved use of AI tools, and how to appropriately acknowledge tools if their use is permitted. Resources regarding AI use will also be available to students on Moodle.</p> <p>4.4. Staff will receive training and resources on assessment design considerations to avoid AI use, and how to identify its use if prohibited.</p>
<b>Related Documents</b>	<p>Assessment Policy                  Deferring, Suspending or Cancelling International Student's Enrolment Policy                  Deferring, Suspending or Cancelling International Student's Enrolment Procedure                  Examinations Policy                  Student Academic Integrity and Misconduct Procedure                  Student Appeal Form                  Student Complaint Form</p>
<b><i>For Administrative Use Only</i></b>	
<b>Responsible Officer</b>	Dean
<b>Contact Officer/s</b>	Chair, Academic Integrity Committee, Dean
<b>Approved by</b>	Academic Board
<b>Definitions</b>	See <a href="#">BPP Institute's Glossary of Terms and Acronyms</a>

## ***Version History***

<b>Version No.</b>	<b>Approval Date</b>	<b>Amendment/s</b>
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1.	May 2025	First iteration <ul style="list-style-type: none"><li>• For BPP Institute</li></ul>
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