

Stars College High School - Academic Integrity Policy

Academic Year: 2025–2026

I. Mission & Vision

Mission

Stars College aims to contribute to the formation of distinguished national personalities, equipped with administrative, scientific, social, historical, media, and educational capabilities. The school emphasizes equipping students with modern language and scientific skills, fostering lifelong learning, and instilling values of ethical citizenship so that graduates contribute positively to society.

Vision

To cultivate a dynamic learning environment that empowers students to become innovative, ethical leaders and engaged citizens, equipped to navigate and contribute positively to a diverse and rapidly changing world.

II. Introduction

Academic integrity is fundamental to fostering honest scholarship, ethical decision-making, and responsible learning. It aligns directly with Stars College's mission to shape ethical, influential graduates and its vision of nurturing principled global leaders. This policy is also grounded in the IB Learner Profile, particularly the attribute of being principled—acting with integrity and honesty, with a strong sense of fairness, justice, and respect for the dignity of others.

At Stars College High School, academic integrity means:

- Producing authentic work that genuinely reflects student effort and learning.
- Crediting all sources ethically, including proper use of AI and digital tools.
- Acting with honesty, responsibility, and respect in all academic contexts.

This policy applies to all students, staff, administrators, and families involved in the Diploma Programme.

III. Guiding Principles

- **Fairness** – Equal expectations and accountability for every student.
- **Authenticity** – Work must reflect original thinking and effort.
- **Responsibility** – Students, educators, and families share ownership of integrity.
- **Transparency** – Clear, accessible guidelines and consequences.
- **Respect** – For peers, teachers, and intellectual property.
- **Ethical Innovation** – Embrace technology responsibly, enhancing—not replacing—student learning.

IV. Rights & Responsibilities

Academic integrity is a shared responsibility across the school community.

Leadership Team

- Builds and sustains a culture of integrity.
- Ensures community-wide understanding of expectations.
- Provides ongoing training for teachers, including case studies of misconduct.
- Applies restorative strategies when breaches occur.
- Maintains transparent communication with all stakeholders.
- Reviews and updates the policy regularly, including AI challenges.

Coordinators / IB Coordinator

- Monitor teaching, learning, and assessments to ensure compliance.
- Provide training to staff on academic honesty.
- Communicate the policy across platforms in accessible formats.
- Collaborate with leadership to enforce and update policy.
- Report and track cases of academic misconduct.

Teachers and Staff

- Clearly explain academic integrity requirements to students.
- Plan realistic workloads to reduce temptation to cheat.
- Give feedback that supports authenticity in student work.
- Teach research, citation, and ethical use of AI tools, Teachers will introduce students to citation conventions (e.g., MLA, APA) and provide clear models of how to acknowledge original authorship across media.
- Report misconduct and guide students toward corrective action.

Students

- Produce genuine and original work.
- Attribute all sources correctly, including AI, images, or data.
- Act ethically in tests and assessments.

- Avoid collusion, duplication, plagiarism, or cheating.
- Take responsibility for their own learning.
- Recognize that academic integrity builds lifelong values, not just grades.

Parents and Guardians

- Support children in managing workloads and deadlines.
- Refrain from providing unauthorized assistance.
- Understand and reinforce school policies.
- Communicate openly with the school to address concerns.
- Emphasize effort, honesty, and growth over grades alone.

Authentic Authorship and Intellectual Property.

Authentic authorship at Stars College High School means that the work submitted must represent the student's own understanding, skills, and voice, even when external sources or collaborative learning experiences are involved. Intellectual property is respected as a matter of ethics and law, whether it relates to written texts, artistic creations, digital products, or scientific work. Students are taught to recognize and honor both local and international standards of intellectual property.

V. Academic Misconduct

Misconduct includes any behavior that compromises the fairness of assessment before, during, or after submission.

- **Plagiarism** – Using words, ideas, or AI-generated content without credit.
 - ✦ Writing about concepts, not from personal experience or common knowledge.
 - ✦ Using words and ideas of another person or organisation (including artificial intelligence) or without giving that person credit.
 - ✦ Copying text, images, or data from any source—such as books, websites, or other students—without citation.
 - ✦ Misusing digital tools, like artificial intelligence, to produce work without personal effort, original thought or genuine understanding, and passing it off as one's own creation.

To avoid plagiarism, the student should always cite the sources when:

- ✦ Quoting a person or source (including artificial intelligence) directly.
- ✦ Paraphrasing a person or source (including artificial intelligence).

- ✦ Summarizing or rewording someone else's ideas.

To ensure originality, Stars College High School uses plagiarism detection software such as Turnitin. This tool supports teachers and students in maintaining transparency and accountability while reinforcing ethical research and writing practices.

- **Collusion** – Sharing or copying work improperly between students.

At Stars College High School, legitimate collaboration includes cooperative discussions, brainstorming sessions, group research, and peer feedback where each student is still responsible for producing their own work. Collusion, by contrast, refers to presenting shared or copied work as individual work, or providing/receiving unauthorized help, which undermines fairness and the IB standards of academic integrity.

- **Duplication** – Submitting the same work for multiple subjects.
- **Cheating** – Using unauthorized notes, devices, or AI in exams.
 - ✦ Copying from another student's test and assignments.
 - ✦ Allowing another student to copy a test or assignment.
 - ✦ Using unauthorized ('crib notes') materials during exams.
 - ✦ Looking at another student's paper during exams.
 - ✦ Exchanging test answers – oral or written – during exams without the teacher's approval.
 - ✦ The use of all unauthorized material, information, or study aids.
 - ✦ Any other behavior that gains an unfair advantage for a student or affects the results of another student.
- **Fabrication** – Inventing or falsifying data, citations, or sources.
- **Improper AI Use** – Submitting AI-generated work as original, or using AI in restricted contexts.

Examples of academic misconduct include copying from online or printed sources without acknowledgment, submitting another person's work as one's own, or relying on unauthorized digital or AI tools. Authentic authorship means that each student's work reflects their personal analysis, ideas, and expression. Intellectual property refers to the rightful ownership of creative and academic products—including written work, artistic projects, scientific research, coding, or media content—that must be respected in line with Lebanese laws and international standards.

VI. Prevention & Monitoring

When a teacher suspects a case of academic misconduct, they must immediately submit a detailed report of the incident to the Direct Principal or Floor Supervisor.

The student will then be informed by the teacher of the concern, with specific examples of the suspected dishonesty explained. At this stage, the student will be given the opportunity to discuss the matter with the teacher(s) involved.

Following a thorough investigation, if the Direct Principal, Floor Supervisor, and Leadership Team determine that the submitted work does not meet the standards of academic honesty, appropriate consequences—outlined in the Student Handbook—will be applied.

In addition, the Direct Principal or Floor Supervisor will support the student through restorative practices, encouraging responsibility, accountability, and the opportunity to learn from mistakes in order to rebuild trust and integrity.

VII. Procedures for Misconduct

All projects, papers, and assignments must represent the student's own original work. Cheating, receiving or sharing unauthorized information, or assisting others in doing so is considered a serious violation of academic integrity. Such actions will be addressed firmly in accordance with the levels of disciplinary infractions outlined in the Student Handbook.

To uphold integrity, teachers carefully review submitted work and may use authorized plagiarism detection software when necessary.

From the lower school onwards, students are explicitly taught how to cite sources and are introduced to the principles of academic integrity. At Stars College High School (Lebanon), students are required to use APA (7th edition) for sciences, mathematics, and social sciences, while MLA (9th edition) is applied in literature, humanities, and language courses. Teachers model these conventions consistently, using examples from assignments and class projects, so that students gain confidence in correctly acknowledging authorship. This prepares them for IB Diploma Programme expectations as well as higher education contexts in Lebanon and abroad.

At Stars College High School, students are expected to adhere to the academic integrity policy at all times. Instances of misconduct will result in consequences as specified in the Student Handbook, with details provided on the types of misconduct, their associated penalties, and the use of restorative practices to help students take responsibility and learn from their mistakes.

Consequences are proportional and educational, following IB and school guidelines:

Minor offenses: Warning, reteaching, resubmission.

Major offenses: Zero for the task, parental notification, academic record notation.

Severe/repeated offenses: Suspension, possible loss of IB Diploma eligibility.

Appeals may be submitted within five school days.

VIII. Support and Education

Stars College prioritizes teaching integrity over punishment. Through workshops, reflection, and restorative practices, students learn from mistakes, repair harm, and develop stronger ethical standards.

X. Policy Review

This policy is reviewed annually by the Academic Integrity Committee to ensure continued alignment with:

- IB Diploma Programme requirements,
- Best practices in education, and
- Evolving challenges in technology and AI.

Last Updated: September 2025