

STUDENT ACADEMIC INTEGRITY (DLI) POLICY

Section 1 - Preamble

- (1) This Policy is effective from 1 September 2025.

Section 2 - Purpose

- (2) This Policy outlines the principles and responsibilities for promoting, supporting and upholding student academic integrity standards at DLI.

Section 3 - Scope

- (3) This policy applies to all students, and to all other learners or individuals that submit scholarly work for assessment by or through DLI.
- (4) This Policy applies to staff at DLI in relation to the promotion of student academic integrity standards and the detection and management of allegations of breaches of student academic integrity.
- (5) During the establishment of DLI, all policy, procedures and supporting processes will be regularly reviewed. In the establishment phase, defined as the first two years from when students commence DLI programs, any issues arising from the implementation of current policy, procedure or process will be referred to a jointly-convened Policy & Procedure Review Panel (PPRP). The PPRP will comprise designated academic and professional service representatives from the University Partners and the Office of the Rector. The PPRP will recommend an outcome best aligned with relevant principles and the best interests of any student(s) concerned, and will advise DLI on the future development of policy, procedure and supporting processes. During the establishment phase, the PPRP may make recommendations to vary any given policy only with endorsement from relevant University Partner governance processes. All academic policy and procedure will be subject to a full review at the end of the two-year establishment phase.

Section 4 - Policy

Our commitment to academic integrity

- (6) DLI maintains high academic standards in its programs and modules and expects students to conduct themselves in a manner which is fair, honest and consistent with the principles of academic integrity, particularly when undertaking assessment and research.
- (7) All staff and students at DLI undertake to act with honesty, trust, fairness, respect and responsibility in their activities and to promote a culture of ethical academic and scholarly conduct.
- (8) Academic integrity is an integral part of the scholarly process. It ensures DLI graduates have clearly demonstrated the learning outcomes associated with their course and have developed a professional identity that has integrity at its core.

Principles for the management of student academic integrity

- (9) The management of student academic integrity at DLI undertakes a whole-of-organisation approach, to ensure consistency for staff and students in processes and outcomes.
- (10) DLI prioritises an educative approach that supports students throughout their course to act with academic integrity, that is, to use, generate and communicate information and ideas in an ethical, honest and responsible manner.
- (11) DLI aims to embed a culture of integrity that encourages the extension of these behaviours into a student's professional life after graduation.
- (12) All DLI students will be required to complete compulsory academic integrity training by census date in the first trimester of study.
- (13) DLI responds to allegations that students have breached academic integrity standards in a fair, consistent, transparent and timely manner and according to the Student Academic Integrity (DLI) Procedure. Appropriate outcomes are applied where behaviour is found to have breached academic integrity standards.
- (14) The Joint Management Committee is responsible for ensuring academic integrity standards for DLI, supported by both University partners.

Breaches of student academic integrity standards

- (15) Breaches of student academic integrity standards include (but are not limited to):
 - a) **Academic fraud** – a student seeks unfair academic advantage through fraudulent documentation supporting assessment submissions, including, but not limited to, providing false or altered information such as medical certificates and assessment submission receipts;
 - b) **Collusion** – a student synchronously works with another student or students to submit some or all of the other student(s)' work as their own or vice versa;
 - c) **False authorship** – a form of plagiarism where the student has deliberately engaged with a third party and/or software tool to complete an assessment, either in part or whole. This engagement can be direct or through an intermediary. This may include work produced by another individual, an essay mill, a commercial service, or through the use of Artificial Intelligence software. As it is the authorship of work that is contested, there is no requirement to prove that the work has been purchased. The submission of undeclared work which is either generated and/or improved by language model software for the purposes of gaining marks will be regarded as False Authorship and interpreted as an attempt to gain an intentional unfair academic advantage. **Contract Cheating** is a type of false authorship, where a student requests another person or service to produce or complete all or part of an assessment task to submit as their own work;
 - d) **Falsification, fabrication or misrepresentation of data or information** – a student creates, invents or deliberately alters information that is required as part of an assessment, including, but not limited to, experimental data, survey or questionnaire outcomes, quotes and references, and may include the falsification of hours completed in practice or claiming to have achieved required competencies when this is untrue;
 - e) **File-sharing** – a student shares, without permission of relevant staff of DLI and University Partners, including but not limited to the Module Chair, DLI resources or other material

related to assessment, including completed assessment or copyrighted materials, this may include to file-sharing sites (in contravention of clause 16 (a) 3. iv;

- f) **Impersonation** – a student pretends to be someone else, or allows someone or something else to pretend to be them, for an assessment task or course requirement;
- g) **Non-compliance with instructions or requirements in an invigilated or supervised assessment** – a student acts in a manner that compromises the purpose of the task, including, but not limited to, accessing unauthorised materials during examinations, copying or attempting to copy another student’s work or providing assessment information to others without permission;
- h) **Plagiarism** – a student uses the words, ideas, code, media, research findings or other material, including designs and physical artefacts, of others as their own without appropriate attribution or referencing (excluding poor academic practice eligible for early intervention). This may include materials sourced from file-sharing sites, previous students or text that has been modified through paraphrasing tools;
- i) **Promoting ways to breach academic integrity** – a student provides other students with techniques or advice on ways to breach academic integrity or uses DLI resources to support others in breaching academic integrity;
- j) **Reuse of previous work** – a student submits, in whole or in part, work they have previously submitted to be assessed at DLI, Lancaster University or Deakin University, or any other institution, without the permission of the module chair of the relevant DLI module.

Responsibilities

(16) Roles and Responsibilities:

Role	Responsibility
(a) Students	<ol style="list-style-type: none"> engage actively with educative resources provided by DLI; understand the expectations of DLI and their discipline with respect to academic integrity and where to seek advice when required; apply principles of academic integrity to their learning and assessment, and through their interactions with DLI, students, other stakeholders and the general public, including by: <ol style="list-style-type: none"> complying with instructions for assessment tasks; submitting their own original work for assessment; acknowledging all ideas, designs, words or work of others, including in group assessments, in accordance with expectations of the discipline; taking reasonable steps to prevent their own work from being copied by other students; providing accurate and truthful documentation to DLI with regards to assessment and academic performance. support a culture of ethical academic conduct and encourage other students to act with integrity.
(b) Staff	<ol style="list-style-type: none"> demonstrate academic integrity through their own actions at DLI; design assessment tasks to minimise the opportunity for breaches of academic integrity standards in accordance with <u>the Higher Education Programs & Assessment (DLI) Policy</u>;

	7. develop students' understanding and skills in relation to academic integrity including in the context of specific assessment tasks, e.g. when and how working with others is acceptable; 8. take action to prevent breaches of academic integrity standards; 9. maintain currency of training and skills in detecting breaches of academic integrity standards; 10. investigate and report potential breaches of student academic integrity standards; 11. be fair, consistent, transparent and timely in their dealings with students and colleagues in managing student academic integrity issues.
(c) DLI	12. support staff to meet their responsibilities under this policy 13. convene and support an Academic Integrity Committee to receive, investigate, hear and determine allegations of academic integrity breaches of students enrolled in modules or programs; 14. ensure that student academic integrity standards are maintained in contractual arrangements with any third party involved in the delivery of academic content in partnership with DLI.
(d) University Partners	15. ensure adequate representation on the Academic Integrity Committee; and 16. nominate standing members (one from each discipline) to sit on the Academic Integrity Committee
(e) Rector	17. approve information and resources supporting academic integrity for the DLI website 18. supports DLI staff to meet their responsibilities under this policy 19. support DLI Academic Integrity Committees in the investigation and management of allegations of breaches of academic integrity standards; 20. maintain records of investigations and outcomes of allegations; 21. monitor and report annually on trends in student academic integrity breaches to the Joint Management Committee (and other stakeholders as needed), including identifying systemic issues; 22. use identified trends to support DLI in addressing issues related to academic integrity; 23. maintain and review this Policy and its related procedure.

Section 5 - Procedure

(17) The Academic Integrity (DLI) Procedure documents how to comply with this Policy.

Section 6 - Definitions

(18) For the purpose of this Policy:

- a) **Academic Integrity:** demonstrating academic integrity is part of the moral code of academia. It involves using, generating and communicating information in an ethical, honest and responsible manner.
- b) **Academic Integrity Committee:** the group who will receive and determine allegations of breaches of academic integrity standards for students enrolled in modules offered by DLI. Membership of and roles and responsibilities for the Academic Integrity Committee can be found in the Academic Integrity Committee (DLI) Terms of Reference.
- c) **Rector:** means the individual jointly appointed by the Deakin University, Lancaster University and DLI to provide academic leadership to the Indonesia Campus.

- d) **Student** has the meaning given in the Student Appeals (DLI) Policy, and includes:
- a person enrolled in a program of study at DLI;
 - a candidate for an award of DLI whose work has been examined or assessed but on whom the award has not been conferred;
 - a person who was a DLI student at the time the relevant conduct occurred;
 - a person who is on leave of absence from or who has intermitted or deferred enrolment in a DLI program or module; and
 - a person designated as a student by the Yayasan Governing Board.
- e) **University Partners:** Deakin University and Lancaster University.

ASSOCIATED DOCUMENTS

These associated documents are available on the DLI Policy page:

- Academic Integrity (DLI) Procedure
- Higher Education Assessment (DLI) Procedure
- Student Academic Integrity (DLI) Procedure
- Student Appeals (DLI) Policy

DOCUMENT DETAIL	
Name of document	Academic Integrity (DLI) Policy
Overarching legislation	<p>Australia Deakin University Academic Board Regulations Higher Education Standards Framework (Threshold Standards) 2021</p> <p>United Kingdom Lancaster University Academic Integrity Regulations and Procedures National legislation, including advice provided by the Competitions and Markets Authority (CMA); The English higher education regulator, the Office for Students and its conditions of registration, and other relevant government bodies and agencies; The Charter, Statutes and Ordinances of the University of Lancaster.</p>
Approved by	Yayasan Governing Board
Approval date	18 June 2025
Date of effect	Upon promulgation
Version	Version 2.1
Date of review	Within 12 months of approval
DLI Approval	Joint Management Committee 13 June 2025
Deakin University Approval	International Branch Campus Working Group under the delegated authority of the Academic Board 2 June 2025
Lancaster University Approval	Policy Approval Sub-Group of Senate 8 th April 2025 Meeting Number 1 / Agenda Item 7
Responsible Executive	DLI Rector
Implementation Officer	DLI Rector or nominee (when appointed)

Policy superseded	Interim Joint Academic Integrity Policy
Associated documents	
Summary	This policy sets out DLI's commitment to Academic Integrity.
Key words for online searching	Academic integrity, breach
Category	Academic
Target audience	Students, staff

Version	Authored by	Brief Description of the changes	Date Approved	Effective Date
2.1	University Partners and Navitas	Academic Integrity (DLI) Policy Revisions to align with new DLI Policy Framework and Academic Integrity (DLI) Procedure.	June 2025	Sept 2025
2.0	University Partners and Navitas	Academic Integrity (DLI) Policy New policy combining interim HE Courses Policy and Assessment Policy. Endorsed Lancaster University SCAR 21/08/2024 and Deakin University AB 3/09/2024.	N/A	N/A
1.0	University Partners and Navitas	Interim Joint Higher Education Courses Policy Interim Joint Academic Integrity Policy New policies. Two of 23 new policies approved for DLI under the Interim Joint Policy Framework as an interim step during start-up.	March 2024	March 2024