



B/3.3 Academic Integrity Policy and Procedure

1. Purpose

To set out the AVA's approach to [Academic Integrity](#) and the commitment and responsibilities required of the AVA and [AVA CVP Students](#) to foster a culture of honesty and integrity within the AVA Chartered Veterinary Practitioner™.

2. Scope

This policy applies to all [AVA CVP Students](#). Departures from the principles set out in this policy may be considered [Academic Misconduct](#). The *B/3.4 Academic Misconduct Procedure* is used to manage [Academic Misconduct](#) matters in AVA CVP education pathway courses.

3. Policy Statement

The AVA has an educative focus on the creation and maintenance of culture of [Academic Integrity](#) and considers respect for a commitment to [Academic Integrity](#) and honesty to be the responsibility of all AVA Staff, Teaching Staff and [AVA CVP Students](#).

The AVA promotes the following values as core to the concept of [Academic Integrity](#):

- **Honesty.** Being truthful, maintaining transparency, encouraging openness and acknowledging other's work.
- **Trust.** The belief and confidence that others will act with integrity, reliability and fairness. Trust is developed when clear and consistent academic standards are set and applied fairly.
- **Fairness.** Establishing clear, reasonable, and transparent expectations, providing consistent and just responses to dishonesty and integrity breaches and upholding Academic Integrity principles.
- **Respect.** Valuing and considering diverse opinions and ideas, being inclusive, and establishing practices to support fairness in the interactions of AVA CVP Students, teaching staff, and AVA staff.

4. Principles

4.1 The [Academic Integrity](#) principles to the AVA CVP Education Pathway are:

4.1.1 Academic studies are undertaken responsibly and honestly.

- 4.1.2 Academic studies that involve [Research](#) are conducted with the required ethics approvals and any other required approvals, permits or licences.
- 4.1.3 All academic work submitted for [Assessment](#) as the work of the [AVA CVP Student](#) is indeed the work of that student (this does not prevent the ideas or works of others being used in the [AVA CVP Student's](#) academic work, provided those ideas or works are acknowledged in accordance with [APA Style](#) (7th edition).
- 4.1.4 All academic collaborations in the production or creation of academic work are acknowledged.
- 4.1.5 Academic work is not falsified in any way.
- 4.1.6 Academic content delivered within the AVA Chartered Practitioner is for the exclusive use of [AVA CVP Students](#). Unless otherwise stated, content is not permitted to be downloaded, copied, shared or re-used without express permission from the AVA.

5. Procedure

- 5.1 To embed a culture of [Academic Integrity](#), the AVA is responsible for:
 - providing resources and support to staff to assist them in providing guidance and feedback to Students; and
 - providing resources and support to Students to assist them in developing their knowledge and skills.
- 5.2 [AVA CVP Students](#) are required to:
 - act ethically and honestly at all times in the creation, development, application and use of ideas and information, particularly when submitting academic work which they are claiming as their own;
 - acknowledge in activities undertaken as part of their learning or [Research](#) the contribution of others' ideas and work, including that of other [AVA CVP Students](#) and colleagues;
 - protect their work from being copied or misused by other [AVA CVP Students](#);
 - adhere to the standards of [Academic Integrity](#) that are expected in the veterinary profession.

5.3 AVA Staff and teaching staff are required to:

- promote and model the values of **Academic Integrity** - honesty, trust, fairness and respect;
- apply educative strategies to prevent breaches of **Academic Integrity**, including providing **AVA CVP Students** with appropriate guidance, learning activities and feedback on **Academic Integrity**;
- regularly review and renew **Assessment** tasks to minimise the potential for breaches of **Academic Integrity**;
- communicate to **AVA CVP Students** the acceptable level of working together and how their work will be individually or jointly assessed;
- inform **AVA CVP Students** that it is each student's responsibility to uphold the principles of **Academic Integrity** and to submit work for **Assessment** in accordance with this policy; and
- monitor, identify and manage failures to meet **Academic Integrity** requirements in accordance with the relevant procedures.

5.4 Investigating and managing breaches of **Academic Integrity** require that:

- investigations or inquiries into alleged breaches are undertaken according to the principles of **Procedural Fairness**;
- decisions whether the alleged breach of **Academic Integrity** has occurred are made on the balance of probability; and
- outcomes and/or penalties applied to findings of **Academic Misconduct** are appropriate, fair and just, taking into account the facts and circumstances relevant to the case.

6. References

Exemplary Academic Integrity Project (EAIP). (2013). *Academic integrity policy toolkit*.
<https://lo.unisa.edu.au/course/view.php?id=6751§ionid=112501>.

7. Schedules

This policy must be read in conjunction with its subordinate schedules as provided in the table below.

8. Policy Information

Accountable Officer	Chief Executive Officer
Responsible Officer	Head, Education
Policy Type	AVA Education Policy
Policy Suite	Section B – AVA CVP Learning and Teaching
Subordinate Schedules	Nil
Approved Date	9 November 2022
Effective Date	9 November 2022
Relevant Legislation	Nil
Related Policies and Procedures	B/3.4 Academic Misconduct Procedure
Related forms, publications and websites	AVA Chartered Veterinary Practitioner Website
Definitions	<p>Terms defined in the Definitions Dictionary</p> <p>Academic Integrity</p> <p>Academic Integrity means acting with the values of honesty, trust, fairness and respect in learning and teaching. It is important for AVA CVP Students, teaching staff and AVA staff to act in an honest way, be responsible for their actions and show fairness in every part of their work. Teaching staff should be role models to AVA CVP Students. Academic Integrity is important for an individual's, AVA's and the AVA Chartered Veterinary Practitioner™ reputation.</p> <p>Academic Misconduct</p> <p>Academic Misconduct encompasses all behaviours, including doing as well as attempting to do, any of the acts, omissions or activities that constitute Academic Misconduct: involving the misrepresentation of academic achievement; or undermining the core values (honesty, trust, fairness and respect) of Academic Integrity; or breaching Academic Integrity; whether intentional or unintentional.</p>

APA Style

A widely adopted referencing style published by the American Psychological Association. APA Style is used by writers, researchers, editors, students, and educators in many disciplines around the world for concise, powerful, and persuasive scholarly communication. The Publication Manual of the American Psychological Association Seventh Edition is the official source for APA Style.

Assessment

The process of evaluating the extent to which AVA CVP Students have achieved the objectives of a Course.

AVA

The term "Association" or "AVA" means the Australian Veterinary Association Limited.

AVA CVP Student

A person who is admitted to the AVA CVP Education Pathway offered by the AVA and is:

- currently enrolled in one or more Courses; or
- not currently enrolled but is on approved Leave of Absence or whose Admission has not been cancelled.

Procedural Fairness

Has the meaning ascribed to it from time to time by the applicable common law of the State of New South Wales.

Research

Research is the creation of new knowledge and/or the use of existing knowledge in a new and creative way to generate new concepts, methodologies, inventions and understandings. This could include the synthesis and analysis of previous research to the extent that it is new and creative.

	Definitions that relate to this policy only Nil.
Keywords	Academic Misconduct, Assessment, Plagiarism, Collusion, APA Style
Record No	

Complying with the law and observing AVA Policy and Procedure is a condition of working for, and volunteering with, the Australian Veterinary Association.