



**البطين BATEEN**

**أكاديمية عالمية WORLD ACADEMY**

# SENIOR SCHOOL ACADEMIC HONESTY POLICY

ACADEMIC HONESTY IN THE IB DIPLOMA PROGRAMME, THE IB CAREER-RELATED  
PROGRAMME AND BTEC LEVEL 3

***"Locally Educated, Globally Minded World School"***

## **Vision for Learning at Bateen World Academy**

Bateen World Academy (BWA) is dedicated to nurturing a dynamic learning community that fosters innovative learning skills in preparation for an increasingly globalized world.

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## **The IB Mission Statement**

The International Baccalaureate aims to develop inquiring, knowledgeable and caring young people who help to create a better and more peaceful world through intercultural understanding and respect. To this end the organization works with schools, governments and international organizations to develop challenging programmes of international education and rigorous assessment. These programmes encourage students across the world to become active, compassionate and lifelong learners who understand that other people, with their differences, can also be right.

## **The IB Learner Profile:**

- **INQUIRERS:** We nurture our curiosity, developing skills for inquiry and research. We know how to learn independently and with others. We learn with enthusiasm and sustain our love of learning throughout life.
- **KNOWLEDGEABLE:** We develop and use conceptual understanding, exploring knowledge across a range of disciplines. We engage with issues and ideas that have local and global significance.
- **THINKERS:** We use critical and creative thinking skills to analyse and take responsible action on complex problems. We exercise initiative in making reasoned, ethical decisions.
- **COMMUNICATORS:** We express ourselves confidently and creatively in more than one language and in many ways. We collaborate effectively, listening carefully to the perspectives of other individuals and groups.
- **PRINCIPLED:** We act with integrity and honesty, with a strong sense of fairness and justice, and with respect for the dignity and rights of people everywhere. We take responsibility for our actions and their consequences.

- **OPEN-MINDED:** We critically appreciate our own cultures and personal histories, as well as the values and traditions of others. We seek and evaluate a range of points of view, and we are willing to grow from experience.
- **CARING:** We show empathy, compassion and respect. We have a commitment to service, and we act to make a positive difference in the lives of others and in the world around us.
- **RISK-TAKERS:** We approach uncertainty with forethought and determination; we work independently and cooperatively to explore new ideas and innovative strategies. We are resourceful and resilient in the face of challenges and change.

## Introduction

This document serves as a commitment to uphold academic integrity within the International Baccalaureate Diploma Programme (IB DP), the International Baccalaureate Career-related Programme (IB CP), and BTEC Level 3 courses at Bateen World Academy. Our goal is to instil a sense of responsibility in students for producing academically honest work and to provide them with the support necessary to prevent any form of academic malpractice.

## Understanding and Promoting Academic Honesty at Bateen World Academy

Academic honesty and integrity are the foundation of any educational institution. Academic honesty is an essential principle of the IB's academic programmes that enhances the organization's credibility and position as a leader in international education. As stated in the IB learner profile, all members of the IB community strive to be principled, "and all students participating in IB programmes are expected to act honestly, responsibly and ethically."<sup>1</sup>

Promoting Academic Honesty is essential because lack of academic integrity undermines the philosophy of any educational programme. Students engaging in academic misconduct miss the "**learning opportunity**".

Additionally, those who seek to breach the regulations of academic work will find it easy to contravene the conventions in other fields.

All stakeholders in the BWA community believe that the principle of academic honesty should be considered by students as a learning experience and become part of their academic study during and beyond the IB Diploma course of study.<sup>2</sup>

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<sup>1</sup> Academic Integrity Policy, IBO, 2019

<sup>2</sup> Academic honesty – principles to practice, IBO 2017

## **Academic Honesty at Bateen World Academy Refers to:**

- Undertaking research honestly and producing authentic pieces of work
- Always respecting intellectual property by acknowledging all ideas and work of others. Source materials may include, along with written texts, visual, audio, graphics, artistic, letters, lectures, interviews, broadcasts, maps. Forms of intellectual property include patents, trademarks, moral right and copyrights.
- Showing proper conduct during examinations

## **What is Academic Misconduct?**

- The IBO defines academic misconduct as “behaviour that results in, or may result in, the student or any other student gaining an unfair advantage (or a behaviour that disadvantages other students) in one or more assessment components.”<sup>3</sup>

## **Categories of “Academic Misconduct”:**

**Plagiarism** is defined as the representation, intentionally or unwittingly, of the ideas, words or work of another person without proper, clear and explicit acknowledgment. The use of translated materials, unless indicated and acknowledged, is also considered plagiarism.

**Collusion** is defined as supporting academic misconduct by another student, for example allowing one’s work to be copied or submitted for assessment by another.

**Misconduct during an IB examination** includes taking unauthorized material into an examination room, disruptive behaviour and communicating with others during the examination.

**Communication about the content of an examination** 24 hours before or after the examination with others outside their school community is also considered a breach to IB regulations.

**Duplication of work** is defined as the presentation of the same work for different assessment components and/or Diploma Programme requirements.

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<sup>3</sup> Academic Honesty in the Diploma Programme, IBO, 2009

**Paraphrasing**, this is defined as the restatement of someone's work in another form. In order for it to be allowed, the source needs to be acknowledged.

**Fabrication of data**, this is defined as manufacturing data for an experiment and for mathematical exploration/project <sup>4</sup>

**Examples of malpractice:**

- Submitting someone else's work to the IBO
- Copying the work of another candidate
- Allowing a peer to copy your work
- Not acknowledging sources
- Asking another person to write your work
- Fabricating data used in an assignment
- Fabricating CAS records and journals
- Stealing examination material and/or exam papers
- Bringing unauthorized material into the examining room. Examples: *notes, unauthorised software on a graphical calculator, mobile phones*
- Disruptive behaviour during examinations
- Impersonating another candidate
- ANY other behaviour that gains an UNFAIR ADVANTAGE for a candidate or that affects the results of another candidate.

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<sup>4</sup> Academic Honesty in the Diploma Programme, IBO, 2009

## **Use of Artificial Intelligence (AI)**

Bateen World Academy is committed to the ethical and responsible use of Artificial Intelligence (AI) technologies by students in the pursuit of academic excellence. Whilst the school acknowledges the dynamic and emerging role of AI in education, we are committed to upholding our institution's academic core values and academic integrity principles. See **Appendix 1** for our 'Protocol for Teachers and Policy for Students on the Use of AI (ChatGPT)'.

### **Consequences of Malpractice:**

Any instance of academic dishonesty (internal) at Bateen World Academy is to result in:

#### **First Offence:**

This is considered a Level 1 violation, an automatic zero for the work in the case of a first offence. Opportunity to be given to make up the zero grade will be on a case-by-case basis dependent on the severity of the incident. The teacher speaks to the student and incident is recorded on the Engage Day Book. Document is to be collected by the teachers and filed with the IB DP/CP Coordinator. Parents are to be notified.

#### **Second Offence:**

A Level 2 violation, an automatic zero for the work with the same above specified notifications but there will not be an opportunity to resubmit the work. Additionally, a two-day internal intervention is to be assigned and a meeting of the parents, student, teacher and Secondary School Principal.

#### **Third Offence:**

A level 3 violation, the student is sent to principal, parents contacted and asked to come into school. Written warning signed by all parties / one day suspension will be considered depending on the severity of the case.

### **IB Sanctions**

IB official sanctions are outlined in Appendix 2, as per the IBO Academic Integrity Policy 2019 (appendix 2.2), which details infringements by a student and the level of penalty that may be applied by the IB.

## **Monitoring Sanctions and IB Monitoring Practices**

S. Marsden (IB DP/CP Coordinator) is the named person that monitors the process that the school takes to ensure that sanctions are fully applied and IB Academic Honesty guidance which reflects the school's academic policy is fully adhered to.

IB monitoring practices<sup>5</sup> additional include:

- quality assurance checks of all available pieces of work in IB systems for plagiarism
- quality assurance checks of all available pieces of work in IB systems for overlap in content
- check of response patterns to examination papers, including multiple-choice questions.

## **External Malpractice**

In case of malpractice in work for an external examination/assessment, the school shall notify the IBO and/or BTEC in addition to the above procedures. Given the potential of discrediting Bateen World Academy under such circumstances, the student may also face exclusion.

## **Prevention of Academic Dishonesty**

To ensure academic honesty, all work submitted for IBDP, IBCP and BTEC will undergo scrutiny for academic integrity using 'Turnitin®'. Teachers will have a responsibility to ascertain that work submitted is wholly the student's own. Students will be introduced to the school's Academic Honesty Policy, educated on acceptable practices, and informed of the ramifications of academic malpractice. Students are also mandated to sign the official IB Declaration, to confirm that all the work they have submitted meets IBO academic honesty standards.

## **The role of the student:**

Students must take responsibility for their learning. They are expected to do their own work and to demonstrate honestly, what they have learned.

## **Student's responsibilities include:**

- Read, understand and become familiar with the rules of the Bateen World Academy Academic Honesty Policy and with all IBO rules and regulations documents
- IBCP and BTEC students must adhere to Pearson Edexcel guidelines
- All work submitted is the student's own work

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<sup>5</sup> Academic Integrity Policy, IBO, 2019, Page 29.

- All sources are fully and correctly acknowledged including sources taken from websites, audio-visual, emails, photographs, graphs etc.
- When required by teachers and/ or by the DP Coordinator, students must submit their work to be checked via Turnitin.
- Respect internal deadlines
- Make proper use of a citation style. At Bateen World Academy we have adopted the MLA as our primary method of citation
- When submitting his/her work to IB/BTEC examiners, the candidate is ultimately responsible for ensuring that all work submitted for assessment is authentic, with the work or ideas of others fully and correctly acknowledged.
- Before submitting their work to IBO and/or BTEC, students must sign a **declaration of authenticity form**.
- Be familiar with, and adhere to the Conduct Posters in Exam Hall/Exam settings.

### **The role of the DP and CP Coordinator**

- Establish an academic honesty policy, including review process.
- Ensure teachers and students adhere to the school's academic honesty policy.
- Ensure that students understand clearly the IBO/Pearson Edexcel expectations regarding academic honesty and consequences should this be breached.
- Ensure that the school's academic honesty policy is aligned with IB/Pearson Edexcel expectations and undergoes a periodic review.
- Ensure that teachers, candidates, and legal guardians are aware of IB requirements concerning academic honesty by providing training and IB Academic Honesty Document.
- Ensure candidates and invigilators are provided with relevant information about examination regulations.
- Establish a schedule of deadlines for assignments.
- Plan regular meetings with faculty members to verify that all parties have a clear understanding of IB and Pearson Edexcel expectations.
- Ensure that policies and procedures are easily available to all interested parties (teachers, students and their legal guardians)
- Organise regular briefings with student's legal guardians
- Share with legal guardians the aim of the academic honesty policy.
- Ensure everybody understands academic honesty and consequences for IB students if they engage in academic misconduct.<sup>6</sup>

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<sup>6</sup> Academic Honesty – From Principles to Practice, IBO 2017



## **The role of the Extended Essay and Reflective Project Coordinator**

The Extended Essay and Reflective Project Coordinator has a key role in introducing and developing students understanding of Academic Honesty.

Their role includes:

- To introduce the Policy and to give Academic honesty guidance to the cohort through the extended essay and reflective project workshops.
- To provide activities for students to practice referencing and citing accurately (
- To educate students to recognise examples of Academic Malpractice
- To train supervisors and teachers in Academic Honesty for EE and RP
- To act on the reports of academic malpractice raised by EE and RP supervisors as per the policy
- To moderate and review the EE's and RP's to check for Academic Malpractice

## **The Role of Teachers**

Teachers are often the first point of contact in guiding students, and recognising Academic Malpractice.

Teachers should:

- Be aware of the contents of the Bateen World Academy Academic Honesty Policy and uphold this during their work.
- Talk to students about plagiarism and how to properly conduct a research paper or prepare an oral presentation
- Set clear expectations for assignments and provide guidance to candidates on how to correctly cite sources
- Be vigilant for changes in writing style, and in noticing that the student's work is too complex and academic and goes beyond the student's ability
- Read the final version and check for authenticity of any work submitted to IBO. (EE, Reflective Project, TOK papers, Internal Assessment, BTEC coursework)
- Although the candidate is ultimately responsible for ensuring that all work submitted for assessment is authentic, with the work or ideas of others fully and correctly acknowledged, it is the responsibility of each teacher to confirm that, to the best of his or her knowledge, all candidates' work accepted or submitted for assessment is the authentic work of each candidate.
- Be role models of academic honesty and integrity
- Follow the guidance in the Bateen World Academy Academic honesty policy should they suspect malpractice.
- To utilize Turnitin to check for authenticity of work.

## **The Role of Parents**

At Bateen World Academy we strongly believe in the open communication between teachers, school administration and parents. Parents can play a very important role in supporting and helping their children achieve their full potential and acting with honesty by:

- Read and become familiar with the Academic Honesty Policy and all IBO documents related to the IB Diploma rules and regulations
- Supporting teachers and administrations in talking to their children about the importance of academic integrity
- Cooperate with the school in case their child is found to be guilty of malpractice either intentionally, or by inappropriate documentation of sources.

## **Resources to Support the Policy**

To fully support our commitment to upholding this policy and to ensure the highest standards of academic work among our students, BWA has integrated Turnitin software into our learning management system, ManageBac. Turnitin will be used routinely as a plagiarism detection tool to check student assignments and Internal Assessment submissions for any instances of academic dishonesty. By utilizing Turnitin, we aim to promote a culture of originality and authenticity in academic work, fostering ethical academic practices among our students. Students are regular reminded about their responsibilities to uphold the principles of academic integrity, through the following strategies:

- Academic honesty assemblies
- Student handbook
- Mentoring sessions
- DP and CP lessons

## **Evaluation**

This Academic Honesty Policy will be reviewed annually and is supported by:

- A firm commitment to continuous improvement in the quality of teaching and learning of students
- The use of continuing professional development (coaching, mentoring, INSET, peer observation)
- The formal and informal monitoring and review processes which are in place (lesson observations, peer observations, work sampling, student voice, analysis of assessment data)

## **References and Resources**

Academic Integrity Policy, IBO, 2019

Academic Honesty in the International Context, IBO 2014

Academic Honesty – From Principles to Practice, IBO 2017

Effective citing and referencing, IBO 2022

Key points to explain the use of Artificial Intelligence (AI) tools, IBO, 2023

**Reviewed by: S Marsden, IB DP/CP Coordinator**

**Updated: September 2023**

**Review Date: September 2024**

## **Appendix 1: Protocol for Teachers and Policy for Students on the Use of AI (ChatGPT)**

### **I. Protocol for Teachers: Addressing Suspected Plagiarism for Internal Submissions**

#### **A. Identifying Potential Plagiarism:**

1. Compare the student's writing style in the assignment with their previous work.
2. Look for inconsistencies in grammar, vocabulary, or arguments.
3. Verify if information provided in the assignment is accurate and relevant.
4. Ask students to provide their research notes/annotated bibliography/rough draft.
5. Check for unusual formatting or citation styles.

#### **B. Handling Suspected Plagiarism:**

1. Discuss your concerns privately with the student without making direct accusations.
2. Ask open-ended, probing questions to gauge the student's understanding of the work.
3. Encourage the student to explain their research and writing process.
4. Allow the student to revise their work if they admit to using ChatGPT inappropriately.

#### **C. Preventing Plagiarism:**

1. Educate students on the appropriate use of ChatGPT and other online tools.
2. Implement assignments that require critical thinking and personal reflection.
3. Encourage students to discuss their work with peers and teachers throughout the writing process.
4. Provide resources on proper citation and paraphrasing techniques.

### **II. Policy for Students: Appropriate Use of ChatGPT**

#### **A. Allowed Uses of ChatGPT:**

1. Generating ideas and brainstorming/mind mapping.
2. Researching a topic or finding source material.
3. Creating an outline or plan for an assignment.
4. Seeking inspiration for creative writing projects.

#### **B. Prohibited Uses of ChatGPT:**

1. Copying and pasting ChatGPT-generated content directly into assignments.
2. Submitting ChatGPT-generated work without substantial editing, critical thinking, or personal input.
3. Using ChatGPT to complete the entirety of an assignment.
4. Misrepresenting ChatGPT-generated content as original work.

#### **C. Consequences of Misusing ChatGPT:**

1. Verbal or written warning for first-time offenders.
2. Plagiarism education workshop.
3. Resubmission of the assignment with potential penalties.
4. In severe cases, further disciplinary action up to and including suspension or expulsion.

#### **D. Encouraging Academic Integrity:**

1. Ask for help from teachers and peers when struggling with assignments.
2. Understand and practice proper citation and paraphrasing techniques.
3. Use ChatGPT responsibly as a supplementary tool rather than a shortcut.
4. Continuously develop your writing, research, and critical thinking skills.

## **Appendix 2: IB Sanctions<sup>7</sup>**

This section contains the IB penalty matrices as stated in the Academic Integrity Policy, IBO, 2019:

### Written and oral coursework and examinations

Infringements	Level 1 penalty Warning letter to the student	Level 2 penalty Zero marks for component	Level 3a penalty No grade for subject(s) concerned—see note 1	Level 3b penalty No grade for “parallel” subjects—see note 2
<b>Plagiarism</b> <i>Copying from external sources or peers</i>	Not applicable	Between 40 and 50 consecutive words (copied verbatim, or paraphrased, or containing additional or substituted words) without full in-text citation of the source.	More than 51 consecutive words (copied verbatim, or paraphrased, or containing additional or substituted words) without full in-text citation of the source—see note 3.	Not applicable
<b>Facilitating plagiarism</b> <i>Student facilitating the sharing or copying of their work, or the work of third parties, to peers and/or forums/essay mills</i>	Student took minimal steps that were clearly insufficient to prevent their work being copied.	Student took no steps to prevent their work being copied and shared it to a forum from where it was likely to be copied.	Student permitted the copying of their work, or tried to sell or exchange their work on a forum where it was likely to be copied and submitted by others. Note that “selling” does not need to involve monetary reward.	Student actively tried to sell, or exchange, the work of third parties to be submitted by others.

<sup>7</sup> Academic Integrity Policy, IBO, 2019, Appendix 2.2.

<p><b>Collusion</b></p> <p><i>All students must submit individual and unique work for IB assessment, even when data collection etc. is permitted by the subject guide to be done as part of a team. Collusion covers those cases where students have used a common write-up for a group rather than written their own</i></p>	<p>Work of students shows close similarity.</p>	<p>Between 40 and 50 consecutive copied words (exact or substituted) without full in-text citation of the source.</p>	<p>More than 51 consecutive copied words (exact or substituted) without full in-text citation of the source—see note 3.</p>	<p>Not applicable</p>
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Infringements	Level 1 penalty Warning letter to the student	Level 2 penalty Zero marks for component	Level 3a penalty No grade for subject(s) concerned—see note 1	Level 3b penalty No grade for “parallel” subjects—see note 2
<b>Submitting work commissioned, edited by, or obtained from a third party—see note 4</b>	Not applicable	Student submits work heavily edited by a third party to circumnavigate the rules on teacher support. <i>A penalty will be applied for any student in the same or different school providing the service or facilitating work.</i>	Student submits work that was entirely produced or edited by a third party. <i>A penalty will be applied for any student in the same or different school providing the service or facilitating work.</i>	Applicable for a student in the same or different IB World School providing the service.
<b>Inclusion of inappropriate, offensive, or obscene material</b>	Minor offence—see note 5	Moderate offence—see note 6	Major offence—see note 7	Major offence
<b>Duplication of work</b>	Not applicable	Presentation of the same work for different assessment components or subjects. <i>Partial reuse of materials; penalties will be applied to both subjects with reused materials.</i>	Presentation of the same work for different assessment components or subjects. <i>Complete reuse of materials; penalties will be applied to both subjects with reused materials.</i>	Not applicable
<b>Falsification of data</b>	Methodology section misrepresents or overstates the rigour with which the data was gathered.	Data is selected or discarded to enhance the conclusions of the work, creating a deliberately biased set of findings.	Data is fabricated or data gathered by other people is presented as gathered by the student.	Not applicable

### Conduct during an examination

Infringements	Level 1 penalty Warning letter to the student	Level 2 penalty Zero marks for component	Level 3a penalty No grade for subject(s) concerned—see note 1	Level 3b penalty No grade for “parallel” subjects—see note 2
<b>Possessing unauthorized</b>	In candidate’s possession but	In candidate’s possession but no	In candidate’s possession and	Not applicable

Infringements	Level 1 penalty Warning letter to the student	Level 2 penalty Zero marks for component	Level 3a penalty No grade for subject(s) concerned—see note 1	Level 3b penalty No grade for “parallel” subjects—see note 2
<b>material in the examination room—see note 8</b>	surrendered or removed during the first 10 minutes of the examination.)	evidence of it being used during the examination.	evidence of it being used during the examination.	
<b>Exhibiting misconduct or disruptive behaviour during an examination—see note 9</b>	Not applicable	Non-compliance with the invigilator’s instructions during one component.	Repeated non-compliance with the invigilator’s instructions during one examination or non-compliance during two or more examinations. <i>Penalties could be applied to multiple subjects if incidents happen during the completion of different subject papers.</i>	Not applicable
<b>Exchanging, passing, obtaining or receiving verbal or written information from other students during the examination completion time, or attempting to</b>	Not applicable	Not applicable	When a candidate tries, successfully or not, to share answers and/or examination content with others. <i>Penalties will be applied to all candidates participating in the incident.</i>	For a candidate in the same or another IB World School aiding other candidates.
<b>Removal of secure materials such as examination papers, questions and answer booklets, from the examination room</b>	Not applicable	Candidate attempting to remove secure materials but identified by invigilators before leaving examination room.	Candidate successfully removing secure materials from the examination room.	Not applicable
<b>Impersonating an IB candidate—both impersonator and person allowing impersonation</b>	Not applicable	Not applicable	For both candidates allowing or conducting an impersonation.	For the candidate conducting the impersonation. <i>If the impersonator is not an IB student, the IB will try to establish their identity and</i>



Infringements	Level 1 penalty Warning letter to the student	Level 2 penalty Zero marks for component	Level 3a penalty No grade for subject(s) concerned—see note 1	Level 3b penalty No grade for “parallel” subjects—see note 2
				<i>inform the relevant awarding body that impersonator is or was registered for. If the impersonator is an IB graduate, the IB will apply penalties retrospectively.</i>
<b>Failing to report an incident of academic misconduct</b>	Not applicable	Not applicable	When student is aware of the act of misconduct but decides not to report it to their school administrators.	When student is aware of the act of misconduct but decides not to report it to their school administrators.

### Conduct that threatens the integrity of the examination

Infringements	Level 1 penalty Warning letter to the student	Level 2 penalty Zero marks for component	Level 3a penalty No grade for subject(s) concerned—see note 1	Level 3b penalty No grade for “parallel” subjects—see note 2
<b>Gaining access to IB examination papers before the examination’s scheduled time, be that via any form of communication platform—see note 10</b>	If the candidate immediately reports they are in possession of live examination content, the IB will consider this as a “mitigating circumstance”. See note 11 “Mitigating circumstance”.	Candidate in possession of partial or complete live examination content.	Not applicable	Not applicable
<b>Sharing of IB examination paper content before or during the examination’s scheduled time, or within 24 hours after the</b>	Not applicable	Not applicable	Candidate sharing partial or complete live examination content through any means—including but not limited to, email, text messages and the internet—even	Assisted the sharing of partial or complete live examination content.

Infringements	Level 1 penalty Warning letter to the student	Level 2 penalty Zero marks for component	Level 3a penalty No grade for subject(s) concerned—see note 1	Level 3b penalty No grade for “parallel” subjects—see note 2
<b>examination—see note 12</b>			when shared information is general.	
<b>Failing to report an incident of academic misconduct</b>	Not applicable	Not applicable	When student is aware of the act of misconduct but decides not to report it to their school administrators.	When student is aware of the act of misconduct but decides not to report it to their school administrators.

### Interfering with an academic misconduct investigation

Infringements	Level 1 penalty Warning letter to the student	Level 2 penalty Zero marks for component	Level 3a penalty No grade for subject(s) concerned—see note 1	Level 3b penalty No grade for “parallel” subjects—see note 2
<b>Not cooperating with an investigation, whether involved or not</b>	Not applicable	Not applicable	When a student shows any of these behaviours and/or refuses to submit a statement.	
<b>Providing misleading or demonstratively false information</b>	Not applicable	Not applicable		
<b>Attempting to influence witnesses</b>	Not applicable	Not applicable		
<b>Showing threatening behaviour to the person carrying out investigation or to witnesses</b>	Not applicable	Not applicable		

Forgery or falsification of IB grades or certificates

Infringements	Level 1 penalty Warning letter to the student	Level 2 penalty Zero marks for component	Level 3a penalty No grade for subject(s) concerned—see note 1	Level 3b penalty No grade for “parallel” subjects—see note 2
<p><b>Forgery or falsification of IB grades or certificates</b></p> <p><i>Attempt to fraudulently amend a result in a subject—electronic or hard-copy certificates and transcripts.</i></p>	Not applicable	Not applicable	Students may receive additional sanctions depending on the number of subjects affected.	Not applicable

***For additional guidance see Academic Integrity Policy, IBO, 2019, Appendix 2.2.***