Policy Category	**Academic Policy**
Policy Title	**Academic Integrity Policy**
Authorizing Authority	**Governing Council**
Policy Number	**AP/UofL/0015/2017**
Effective Date	**9/06/2017**
Review Date	**9/06/2019**

1. Purpose

The purpose of this Academic Integrity Policy is to promote a culture of honesty, trust, fairness, respect, and responsibility among all members of the University of Lilongwe community. This policy outlines the expectations for academic conduct and the procedures for addressing violations of academic integrity.

2. Definitions

2.1 Academic Integrity:

The commitment to uphold ethical standards in all aspects of academic work, including honesty in research, assignments, examinations, and interactions with others.

2.2 Plagiarism:

The act of using someone else's work, ideas, or intellectual property without proper attribution, presenting it as one's own.

2.3 Cheating:

Any attempt to gain an unfair advantage in academic work, including but not limited to unauthorized collaboration, use of prohibited materials, obtaining exam questions in advance, or writing an assignment/examinations/research project.

2.4 Fabrication:

The falsification of data, information, or citations in academic work.

3. Expectations of Academic Integrity

All members of the University of Lilongwe community are expected to:

- Pursue academic work honestly and ethically.
- Acknowledge and give credit to the original sources of ideas, information, and work.
- Complete assignments, examinations, and projects independently unless otherwise permitted.

- Report any suspected violations of academic integrity to the appropriate authorities.

4. Responsibilities of Students
Students are responsible for:
- Understanding and adhering to the principles of academic integrity.
- Seeking clarification from instructors regarding expectations and acceptable collaboration.
- Properly citing all sources used in academic work.
- Taking proactive steps to ensure the integrity of their work.

5. Faculty Responsibilities
Faculty members are responsible for:
- Clearly communicating academic integrity expectations in course syllabi and assignments.
- Providing guidance on proper citation practices and academic writing.
- Monitoring assessments to detect and prevent cheating.
- Addressing any suspected violations of academic integrity promptly and fairly.

6. Violations of Academic Integrity
Violations include but are not limited to:
- Plagiarism in written assignments, presentations, or projects.
- Cheating during examinations, including the use of unauthorized materials or devices.
- Fabricating data or citations in research or academic submissions.
- Facilitating or assisting others in committing academic integrity violations.

7. Procedures for Addressing Violations
7.1 Reporting Violations
Any member of the university community who observes a violation of academic integrity should report the incident to the instructor or the designated academic integrity officer.

7.2 Investigation
The instructor or academic integrity officer will investigate the reported violation, gathering relevant evidence and statements from involved parties.

7.3 Determination of Consequences
If a violation is confirmed, appropriate disciplinary actions will be determined based on the severity of the violation, which may include:
- A formal warning.
- A failing grade on the assignment or course.
- Suspension or expulsion from the university for severe or repeated offenses.

7.4 Appeals Process
Students have the right to appeal any disciplinary actions taken against them. The appeal must be submitted in writing to the academic integrity committee within a specified timeframe. The committee will review the case and make a final decision.

8. Education and Prevention

The University of Lilongwe is committed to educating students and faculty about academic integrity through workshops, seminars, and resources that promote understanding and adherence to ethical academic practices.

9. Conclusion

The commitment to academic integrity is essential for maintaining the credibility and quality of education at the University of Lilongwe. This policy fosters an environment of trust and respect, encouraging all members of the university community to engage in ethical academic practices.