



ACADEMIC INTEGRITY PROCEDURE (Unitec)

This procedure is supplemental to Manukau Institute of Technology and Unitec (MIT&Unitec) Student Regulations and associated policy and procedure.

1. Purpose

To define Academic Integrity at Unitec, and to promote the commitment of its staff and students to maintaining Academic Integrity in the context of rapid expansion of technological tools for content generation.

These procedures relate to:

- a. Existing educational practices at Unitec which require learning and teaching activities to:
 - support educational achievement;
 - foster learner engagement;
 - prepare learners for employment and/or educational pathways.

To achieve in their studies and in employment, students require appropriate academic support to understand and apply relevant and appropriate technologies integral to contemporary study and work practices, and guidance to act with integrity in the context of rapidly expanding non-human content production tools.

- b. MIT&Unitec Student Misconduct Procedures
- c. Section 11.6 of the Student Regulations.
- d. Relevant sections of MIT&Unitec Assessment Policy and Procedure.

2. Scope

Academic integrity relates to meeting moral or ethical principles in educational settings. Commitment to these academic principles creates a foundation for successful personal and professional participation and enables citizens to contribute to the broader community, work and society. Academic integrity can be defined as “compliance with ethical and professional principles, standards, practices, and a consistent system of values that serves as guidance for making decisions and taking actions in education, research and scholarship”¹.

At Unitec we are committed to the highest standards of integrity, respect, and professional conduct. This commitment informs every aspect of our working life, from respectful interactions with colleagues to integrity in all our academic and professional endeavours. We hold our students to the same high standards, and we are committed to providing the policies and resources necessary to support their success as learners, citizens and prospective employees.

Academic integrity practices apply the principle of Whakaritenga - Legitimacy, which requires that academic decision-making processes legitimise the contributions of others and ensure that ethics and integrity inform subsequent actions. Academic integrity practices also require commitment to and support for the range of literacies needed by students, including digital literacy incorporating ethics and critical evaluation skills, so they are equipped to submit authentic work and succeed in learning and employment in verifiable ways.

¹ Foltynnek, T., Bjelobaba, S., Glendinning, I., Khan, Z.R., Santos, R., Pavletic, P., & Kravjar, J. (2023). ENAI Recommendations on the ethical use of Artificial Intelligence in Education, p. 2, citing Tauginienė et al, 2018. Retrieved from <https://edintegrity.biomedcentral.com/articles/10.1007/s40979-023-00133-4>, May 2, 2023.

3. Procedural Statements

3.1 Core Values

1. Academic integrity encompasses intellectual honesty with regard to the use of information and technological tools for content generation, in the pursuit of knowledge and understanding. It implies a commitment to the following core values:
 - a. **Honesty:** An Academic Community of Integrity advances the quest for truth and knowledge by requiring intellectual and personal honesty in learning, teaching, research and service
 - b. **Trust:** An Academic Community of Integrity fosters a climate of mutual trust, encourages the free exchange of ideas, and enables all to reach their highest potential.
 - c. **Fairness:** An Academic Community of Integrity establishes clear standards, practices and
 - d. **procedures and expects fairness in the interactions of learners, teachers and administrators.**
 - e. **Respect:** An Academic Community of Integrity recognises the participatory nature of the learning process and honours and respects a wide range of opinions and ideas.
 - f. **Responsibility:** An Academic Community of Integrity upholds personal accountability and depends upon action in the face of wrongdoing.

3.2 Key Principles

1. Therefore, the key principles of this procedure² are that Unitec:
 - a. Requires all its students and staff to undertake their academic work with Academic Integrity
 - b. Encourages all its staff and students to engage in educational opportunities available, to understand and stay up to date with the expectations and standards that support Academic Integrity
 - c. Offers a range of approaches to educating its students and staff to practise Academic Integrity in their academic work
 - d. Takes consistent and equitable action to deal with alleged Academic Dishonesty by students by:
 - I. communicating to students that any piece of academic work they submit can be checked as to its originality and authenticity at any time by Unitec Te Pūkenga using an appropriate process
 - II. implementing a common remedial and penalty framework across Unitec through the Student Regulations
 - III. establishing and applying appropriate, consistent procedures for detecting and investigating alleged Academic Dishonesty, and
 - IV. communicating the disciplinary appeal process;
 - e. Takes consistent and equitable action through the Unitec Code of Conduct to deal with alleged Academic Dishonesty by staff (staff).
2. With reference to Generative Artificial Intelligence outputs (for example, those from text generators, image generators, translators), academic integrity in learning, teaching, and assessment at Unitec will be maintained according to the following principles:
 - a. Generative Artificial Intelligence (Gen AI) content generation tools are a form of third-party assistance in which assignment work is completed by or outsourced to a third party such as a peer, family member, friend, or paid service. Gen AI therefore should not be used to generate answers to summative assessment tasks that are submitted as the learner's own original work without appropriate acknowledgement or attribution.

² We acknowledge Macquarie University whose policy on Academic Honesty forms the basis of these principles and some procedures. Other organisations whose principles or policies have been referenced are: International Centre for Academic Integrity; Massey University; University of Auckland.

- b. Use of Generative Artificial Intelligence content generation tools in learning, teaching, and assessment at Unitec will be governed in accordance with the following expectations:
 - i. **TRANSPARENCY**

Unitec assessment instructions for students will be clear and transparent about appropriate and ethical use of Artificial Intelligence (AI) according to the context of the relevant profession or industry, and specifically permitted and prohibited uses of AI, including Generative AI tools and technology in learning, teaching, and assessment for the course.
 - ii. **PERMITTED GENERATIVE AI USE**

Students may incorporate Generative AI-generated content in submitted assessment work where this is explicitly allowed in the assessment instructions. In such cases, students must clearly and fully disclose and acknowledge both how Gen AI has been used, and the extent to which it has been used, with referencing as appropriate following published conventions.
 - iii. **PROHIBITED GENERATIVE AI USE**

The submission of AI-generated content in formal submitted assessment work is prohibited and must not be included unless expressly permitted (see item ii above).
 - iv. **EVIDENCE OF WORK**

Students may be expected to provide a range of evidence of their assessment work in relation to any learning outcomes. This may include discussion of their assessment submission with their teacher, a declaration by the learner regarding use of AI tools or technology in any work submitted for assessment, or other forms of evidence such as links to ChatGPT conversation (prompts and responses).
 - v. **DISCIPLINARY ACTION**

Inappropriate use of Generative AI in any assessment submission, contrary to the above principles, may constitute prohibited conduct as set out in the Student Regulations and may result in investigation.

3.3 Engagement with Staff and Students

1. Unitec will engage staff and students by:
 - a. Using appropriate mechanisms to advise staff and students of this procedure;
 - b. Developing educational strategies to promote Academic Integrity;
 - c. Developing strategies that reduce opportunities for Academic Dishonesty;
 - d. Designing strategies to increase learner engagement with their study and their ability to submit their own work, and
 - e. Reviewing these strategies at appropriate intervals.
2. Unitec shall be entitled to initiate disciplinary procedures if a Unitec student or staff member breaches this procedure.

4. Associated Procedures

1. All cases of alleged Academic Dishonesty by students will be dealt with under the provisions of the Student Regulations and associated procedures.
2. All cases of alleged Academic Dishonesty by staff will be dealt with under the provisions of the Unitec Code of Conduct and the Disciplinary Policy and Procedures.

Documentation associated with this procedure includes:

1. [MIT&Unitec Student Regulations and associated policy and procedure.](#)
2. Guidelines and support for students can be found as follows:
 - a. Academic Integrity: <https://moodle.unitec.ac.nz/course/view.php?id=4432>

- b. Academic Integrity: <https://www.unitec.ac.nz/current-students/study-support/academic-integrity>
3. Guidelines for staff (staff) can be found as follows:
 - [E-cheating awareness](#)
 - [Chat GPT and Generative Artificial Intelligence](#)
 - On Te Aka – Te Korowai Kahurangi Staff support pages: [Plagiarism and Academic Misconduct](#) [Preventing Plagiarism](#).

5. Responsibilities

In addition, Te Komiti Mātauranga | Academic Committee delegates the following authorities:

Authority	Responsibilities	Required Endorsements
Director Te Korowai Kahurangi	Maintain Unitec Student Disciplinary Register	
Heads of School and other relevant managers	Ensuring that all staff members in their department are familiar with their responsibilities under this procedure.	
Teachers - Kaiako	Submit a report with the allegation of Prohibited Conduct against the Student/s in writing to the relevant Head of School (HoS) or Academic Programme Manager (APM), or other relevant manager	
Heads of School and other relevant managers	Investigate any allegation of Prohibited Conduct under the terms of the Student Misconduct Procedure.	

6. Definitions

Academic integrity

Compliance with ethical and professional principles, standards, practices, and a consistent system of values that serves as guidance for making decisions and taking actions in education, research and scholarship.

Artificial intelligence

The simulation of human intelligence processed by machines or computer systems. It includes the ability of a computer, or a robot or software controlled by a computer, to do tasks that are usually done by humans because they require human intelligence and discernment, such as the ability to reason, discover meaning, generalize, or learn from past experiences.

Assessment

The process of judging how effectively learning is occurring through a process of generating and collecting evidence of a learner's attainment of knowledge and skills and comparing that evidence against the assessment criteria.

Assessment criteria

Statements that describe how learner performance in relation to the stated learning outcomes will be recognised.

Evidence

Materials provided by a learner as proof of their competence against specific learning outcomes.

Gen AI - Generative Artificial Intelligence

ChatGPT and similar generative artificial intelligence tools are natural language processing tools that produce human-sounding text in many different forms. Although they 'speak' authoritatively, GAITs are unable to think, reason, experience emotions, or create new information, and can produce errors³.

Learning outcomes

Statements of the knowledge, skills, and aptitudes that students are expected to demonstrate as a result of successfully completing a course of learning. Learning outcomes are usually stated in terms of observable and/or measurable behaviour.

Third party assistance

People you ask for help, other than your lecturers or tutors. Third parties may be fellow students, reading groups, friends, parents, Libraries and Learning Services, or professional editing services.

7. Reference Documents

- MIT&Unitec Student Regulations
- MIT&Unitec Student Misconduct Procedures
- [Unitec Code of Conduct](#)

8. Document Details

Version number	1.3	
Issue Date	03 February 2026	
Version History	Amendment Date	Amendment/s
	October 2018 January 2021	Reformatted into new structure Update nomenclature Changed from a Policy to Procedure
	June 2023 Stakeholders consulted: Te Puna Ako, Kaiako, Te Korowai Kahurangi, Rangahau and Research, ākonga, Learner Support and Library	Language revised for Te Pūkenga context New section on Generative Artificial Intelligence Expanded list of definitions
	3 rd October 2023 Further stakeholder feedback highlighted need for clarification	Wording of section 3.2 (2) on page 3, items ii and iii, tightened in regard to prohibited use (submission of AI content as learner's own work)
	03 February 2026	Minor changes: Add (Unitec) to title. Nomenclature changes
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