

ANNEXURE A – Plagiarism

Plagiarism occurs in a variety of forms. Ultimately though, it refers to the use of the words, ideas or images of another person without acknowledging the source using the required conventions. The IIE publishes a Quick Reference Guide (available on The IIE Library website) that provides more detailed guidance, but a brief description of plagiarism and referencing is included below for your reference. It is vital that you are familiar with this information and the Intellectual Integrity Policy before attempting any assignments.

The IIE respects the intellectual property of other people and requires its students to be familiar with the necessary referencing conventions. Please ensure that you seek assistance in this regard before submitting work if you are uncertain.

If you fail to acknowledge the work or ideas of others or do so inadequately this will be handled in terms of the Intellectual Integrity Policy (IIE023 – [available in the library]) and/or the Student Code of Conduct policy (IIE026)– depending on whether or not plagiarism and/or cheating (passing off the work of other people as your own by copying the work of other students or copying off the Internet or from another source) is suspected.

Your campus offers individual and group training on referencing conventions – please speak to your librarian or ADC/ Campus Co-ordinator in this regard.

Reiteration of the Declaration you have signed:

- I have been informed about the seriousness of acts of plagiarism.
- I understand what plagiarism is.
- I am aware that The Independent Institute of Education (IIE) has a policy regarding plagiarism and that it does not accept acts of plagiarism.
- I am aware that the Intellectual Integrity Policy and the Student Code of Conduct prescribe the consequences of plagiarism.
- I am aware that referencing guides are available in my student handbook or equivalent and in the library and that following them is a requirement for successful completion of my programme.
- I am aware that should I require support or assistance in using referencing guides to avoid plagiarism I may speak to the lecturers, the librarian or the campus ADC/ Campus Co-ordinator.
- I am aware of the consequences of plagiarism.

Please ask for assistance prior to submitting work if you are at all unsure.

Declaration of Authenticity

I, _____ ID Number, _____ hereby declare that this portfolio, and any evidence included therein, contains my own independent work and that I have not received help from other groups.

I confirm that we have not committed plagiarism in the accomplishment of this work, nor have I falsified and/ or invented experimental data.

I accept the academic penalties that may be imposed for violations of the above.

STUDENT SIGNATURE

DATE