



GENERAL SIR JOHN  
KOTELAWALA DEFENCE  
UNIVERSITY

POLICY ON  
POLICY ON  
STUDENTS' ACADEMIC  
INTEGRITY AND HONESTY

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# 1. Introduction

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General Sir John Kotelawala Defence University (hereinafter referred as to KDU) was initially established as the “General Sir John Kotelawala Defence Academy” by the Parliamentary Act No 68 of 1981 and subsequently it was elevated to University status by the amendment Act No 27 of 1988, thereby empowering it to award Bachelors’ and Postgraduate degrees in Defence Studies. KDU is a member of the Association of Commonwealth Universities (United Kingdom) and maintains necessary standards for educating and grooming Officer Cadets to meet the challenges of modern defence management. KDU is now open for civil students who wish to continue their higher studies in various disciplines.

One of a key aspect of the quality of the academic process of the university is to uphold the ethical behavior of the key persons involved in the process. Academic integrity and honesty is considered as a prominent ethic of the KDU. It is the responsibility of every person in the academic community, faculty members, students, administrators to ensure that integrity and honesty is ensured in all academic activities of the University. This will create a fair, non-cheated, and fraud free academic atmosphere in the university, resulting in high quality in its academic process.

## 2. Scope

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This policy is applicable to all types of students in their academic activities irrespective of the level, mode and type. Further, this policy covers all academic activities and behaviors of the students which are part of the prescribed academic endeavors by the KDU. Academic and administrative staff will be key constituents of AIH policy particularly with handing of breaches of AIH policy adhering to the prescribed procedure by the policy.

## 3. Aims and Objectives of the Policy

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### 3.1 Aim

The policy on students’ academic integrity and honesty aims to create and sustain a fraud free academic atmosphere with the university so that the academic process of the university is trustful and reliable.

### 3.2 Objectives

The objectives of this policy are

- To cultivate an academic environment of honesty and integrity by ensuring that students adhere to certain ethical standards in their academic work.

- To foster high-quality learning, teaching, and research processes in KDU
- To make KDU community committed to the values of honesty, trustworthiness, fairness, respect and responsibility.
- To governs the ways in which faculty, instructors and administrators must handle suspected violations.

## 4. Principles and Values

**Honesty:** Honesty begins with individuals and extends out into the larger community. As students and faculty seek knowledge, they must be honest with themselves and with each other. In study halls and laboratories, in libraries, playing fields, and classrooms, cultivating and practicing honesty lays a foundation for lifelong integrity

**Trust:** The ability to rely on the truth of someone or something is a fundamental pillar of academic pursuit and a necessary foundation of academic work. Members of the academic community must be able to trust that work, whether student work or research, is not falsified and that standards are applied equitably to all.

**Fairness:** Impartial treatment is an essential factor in the establishment of ethical communities because it reinforces the importance of truth, ideas, logic, and rationality. Important components of fairness include predictability, transparency, and clear, reasonable expectations.

**Respect:** Respect in academic communities is reciprocal and requires showing respect for oneself as well as others. Respect for self means tackling challenges without compromising your own values. Respect for others means valuing the diversity of opinions and appreciating the need to challenge, test, and refine ideas.

**Responsibility:** Upholding the values of integrity is simultaneously an individual duty and a shared concern. Every member of an academic community—each student, staff, faculty member, and administrator—is accountable to themselves and each other for safeguarding the integrity of its scholarship, teaching, research, and service.

**Courage:** Courage differs from the preceding fundamental values by being more a quality or capacity of character. However, as with each of the values, courage can be practiced and developed. Courage often is interpreted as a lack of fear. In reality, courage is the capacity to act in accordance with one's values despite fear.

## 5. Policy Statement

KDU aspires to the highest standards of integrity and honesty in all its academic processes. The Academic Integrity & Honesty (AIH) policy is designed for setting clear ethical expectation for students in their learning process, promoting ethical standards across all functional levels of the University, identification of violation of AIH policy, and taking prompt initiatives for rectifying the ethical breaches through a fair and equal consideration of concerns of the students and academia. The handling of AIH breach is based on purely providing learning opportunities for parties concerned.

## 6. Definitions

**(a) Plagiarism:** an act or instance of using or closely imitating the language and thoughts of another author without authorization and the representation of that author's work as one's own, as by not crediting the original author:

**(b) Fabrication:** Fabrication Inventing, altering, or falsifying any data, citation, or information in any academic exercise

**(c) Cheating:** Cheating is defined as fraud, deceit, or dishonesty in an academic assignment. It includes using or attempting to use materials or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.

**(d). Facilitation:** Students who knowingly or negligently assist other students to engage in academic misconduct even though there is no benefit to themselves.

## 7. Responsibility

Head of the Department is directly responsible for implementing the AIH policy of the KDU. He is expected develop a procedure to deal with breaching of AHI policy and implement it once the Senate and BOM approval is granted for the procedure. The records of cases and handing of cases are to be kept at the respective department copy of which should be sent to the AR, Legal for reference purposes.

## 8. Implementation

Implementation of the KDU policy on

### 1. Plagiarism

Plagiarism is considered as serious breach of the academic integrity and honesty by students. This is that students present other peoples' ideas, information, and other scholarly output as their own in their academic work, without giving them the due acknowledgement. Students are expected to credit others in form of quotation, in-text citation, and bibliographic references, etc. whenever, they use others' scholarly work. Sources must be credited regardless of whether those sources are published or copyrighted and regardless of whether they exist in print or online. Sources must be credited not only in written work, but also in oral and visual presentations, computer code, and other academic assignments.

### 2. Fabrication

Fabrications including intentional and unauthorized alteration, falsification, misrepresentation, or invention of any information, data, or citation in an academic exercise by students. If the students provide any academic work in form of assignment, research paper and report, dissertation, as their original work, with evidence of fabrication, this is considered as breach of academic integrity and honesty.

### 3. Cheating

Cheating in academic output is defined as fraud, deceit, or dishonesty in an academic assignment. It includes using or attempting to use materials or assisting others in using materials that are prohibited or

inappropriate in the context of the academic assignment in question. Cheating occurs when a student attempts to get academic credit in a way that is dishonest, disrespectful, irresponsible, untrustworthy, or unfair manner.

#### 4. **Facilitation**

Facilitation is helping another student commit, or attempt to commit, any Academic Integrity violation, or failure to report suspected Academic Integrity violations to a faculty member. This will include range of students' behavior that will be a breaching or assisting to breach of the code of conducts of the university in academic activities.

## **9. Policy Review and Amendments**

- a) This policy may have reviewed after every three years or earlier as necessary.
- b) Sub revisions may be initiated on the recommendation of the QAC, Senate and/or the directions of the Vice- Chancellor of KDU
- c) Any such revision and/or amendments shall be forwarded for the recommendation of the Senate and become effective from the approved by the BoM of the University.