Academic integrity checklist

A self-check before you submit. Rules differ by school and course, so read your school's academic integrity policy (our school services page links each official policy page we found) and your course outline.

NAME _____ DATE _____

KNOW THE RULES

- ☐ I have read my school's academic integrity policy: [link]
- ☐ I have read the course outline's rules on group work, collaboration and AI tools
- ☐ I know which citation style this course uses

BEFORE I SUBMIT

- ☐ Every quote is in quotation marks with a citation
- ☐ Every paraphrase and idea from a source is cited
- ☐ Images, data and code from others are credited
- ☐ Work I am handing in is my own, or the course allows the collaboration I did
- ☐ I have not reused my own earlier work without the instructor's permission
- ☐ Any AI tool use follows what the course outline allows, and I have disclosed it if required

IF I AM UNSURE

- ☐ Ask the instructor before the deadline, in writing
- ☐ Visit the writing centre or library for citation help
- ☐ If I receive an integrity notice, read the policy's process and contact my student union or ombuds office for advice

Replace every [bracket] with your own words.