



Authentication Policy

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Location

All Coburg High School policies are located under the 'Community' tab on Compass, sub-section 'School Documentation' and then 'Policies'.

Language Opportunities



If you require this document to be translated into another language, please contact:

info@coburg.vic.edu.au

Se si richiede che questo documento sia tradotto in un'altra lingua, si prega di contattare:

info@coburg.vic.edu.au

Εάν ζητήσετε να μεταφραστεί αυτό το έγγραφο σε άλλη γλώσσα, επικοινωνήστε με την ηλεκτρονική διεύθυνση

info@coburg.vic.edu.au

यदि आपको इस दस्तावेज़ को किसी अन्य भाषा में अनुवादित करने की आवश्यकता है, तो कृपया संपर्क करें:

info@coburg.vic.edu.au

اگر شما نیاز دارید که این سند به زبان دیگری ترجمه شود ، لطفاً با این آدرس تماس بگیرید: info@coburg.vic.edu.au

หากคุณต้องการแปลเอกสารนี้เป็นภาษาอื่นกรุณาติดต่อ: info@coburg.vic.edu.au

إذا كنت تريد ترجمة هذا المستند إلى لغة أخرى ، فيرجى الاتصال بـ: info@coburg.vic.edu.au

Purpose

With substantial developments in artificial intelligence and ongoing prospect of students receiving assistance from others, the CHS Authentication Policy addresses the requirement that all submitted work be the original creation and composition of the submitting student.

Coburg High School values Integrity which is demonstrated through the original creation and submission of schoolwork. The creative work cycle of students builds skills and develops academic ability. Students are often required to complete work without supervision and the

expectation is that they may use other work for research and style guides, but that their work is to be an original composition that they have compiled themselves.

Scope

This policy applies to all students at Coburg High School. Information on authentication and plagiarism can be found in the CHS Assessment and Reporting Policy. Specific processes for VCE students can be found in the VCE Policy.

Policy

Unless otherwise stated by a student or required by the nature of the task, all submitted work is assumed to be the original work of the submitting student. The use of artificial intelligence applications for the creation of written or visual work is prohibited as is submission of work that has been completed by someone other than the student submitting the work.

Acceptable Forms of Assistance

- Use of source material for research (acknowledgement may be required)
- Employing a tutor to assist with the creation of schoolwork
- Reading/ viewing sample work for style guides
- Use of AI for research materials and other limited assistance
- Spellcheck and grammar check

Unacceptable Forms of Assistance

- Using online artificial intelligence applications (such as ChatGPT) to create written or visual work
- Using online artificial intelligence applications to modify written or visual work beyond basic spellcheck and grammar check
- Having a tutor create work that is submitted as the student's own work
- Having any other person (including another student, friend, parent, guardian or other family member) create work that is then submitted as the student's own work
- Submitting any previously created work for a prior task

When Authenticity is in Doubt

When staff have a reasonable belief that a submitted task is not the original work of the student submitting the task, the use of online authentication applications may be used as well as the AI applications themselves. Students may be required to complete evidence that the work submitted is their own and was completed in accordance with the school's requirements.

In order to obtain the necessary evidence, students will be required to:

- Provide evidence of the development of work.

- Discuss the content of the work with the teacher and answer questions to demonstrate their knowledge and understanding of the work.
- Provide samples of other work.

Students may be asked to complete, under supervision, a supplementary task (or test) related to the original task. They may also be asked to attend an interview to demonstrate an understanding of the work.

For VCE students, please refer to the processes outlined in the VCE Policy.

Consequences

When it has been determined that a student has submitted work that is not entirely their own creation, the following may apply:

- Where it can be reasonably determined that a portion of the work is not the student’s own creation or composition, this may be excised and the remainder graded.
- The student may be required to resubmit the entire task.
- If the student has previously received a satisfactory result then the student may be given an unsatisfactory result
- A detention or similar consequence may be imposed

Communication

This policy will be communicated to our school community via the website and on Compass under School Documentation.

Further Information and Resources

- CHS Assessment and Reporting Policy
- VCE Policy

Policy Review and Approval

Policy last reviewed	2024
Approved by	Principal
Next scheduled review date	2026