



SABIS®

Digital Code of Conduct

The following Digital Code of Conduct serves to provide clarity related to the SABIS® expectations of online student behavior while protecting digital privacy and ensuring students' rights and responsibilities.

Academic Integrity

Academic integrity refers to students' commitment to honest and ethical behavior in an academic setting.

Examples of online misconduct include, but are not limited to:

- Cheating on examination by seeking external assistance
- Plagiarism or claiming the work of another as your own
- Stealing or sharing the content of an examination
- Unapproved communication - digitally or in person
- Allowing another person to represent your work
- Failure to sit in front of the camera during the exam

Student Roles and Responsibilities

Students must

- acknowledge the need for online remote proctoring
- acknowledge the importance of upholding ethical conduct and academic integrity
- be present online on time, with a functional device with mic and camera enabled
- respect the rights of other students taking online exams with no nuisance
- respect the highest standards of academic integrity at all times, reporting any violations of those standards to the school administration
- respect the school administrators who proctor the exam
- not communicate with another person online or offline during the exam
- must, at all times, comply with the Online Testing Guidelines

If any suspicious behavior is recorded during the exam, results may be disqualified, and the student may be required to sit for a retake exam. In case of serious technical challenges, the student is eligible for a makeup exam.

Parent Roles and Responsibilities

Parents should

- allocate time prior to the exam date to discuss the importance of ethical conduct throughout the examination and afterwards
- ensure a Personal Computer/ Laptop / Android Tablet is available with updated applications
- acknowledge that monitoring will be in real-time and that the exam may not be counted towards the final evaluation if their child attempts to adopt any suspicious behavior
- acknowledge that sanctions will entail any suspicious behavior during the examination and that their child(ren) may be required to sit for a retake exam in case of malpractice or for a makeup exam in the case of serious technical issues

Disclaimer

By reading this document, students and parents agree to respect the rights and responsibilities of SABIS® schools, to abide by the provisions of this code and the rules and regulations of the school and to be subject to any consequences which may be imposed for their breach.

SABIS® reserves the right to amend this code or the rules and regulations of its schools at any time.