

## Academic Misconduct Procedures

These Procedures support the Academic Integrity Policy and the Academic Misconduct Rules (Students).

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### 1. Definitions

The [University Glossary](#), the definitions in the *Academic Misconduct Rules (Students)*, and the following definitions apply to these Procedures:

Term	Definition
Experienced Student	Any Student who does not meet the definition of a New to ECU Student.
Higher Degree by Research	A Masters Degree (Research) or Doctoral Degree.
International Student	Means a Student who is not an Australian citizen, a permanent resident of Australia or a New Zealand citizen, and who holds a student visa for the purpose of studying at the University.
New to ECU Student	A Student enrolled in a Course who, at the time of the alleged Academic in Breach or Academic Misconduct: <ul style="list-style-type: none"> <li>• has been enrolled for two or fewer Teaching Periods at the University, in either a part-time or full-time capacity; and</li> <li>• has not previously been found to have committed an act of Academic Breach or Academic Misconduct at the University; and</li> <li>• is not enrolled in a Higher Degree by Research or one-year Bachelor Honours Degree.</li> </ul>
Procedures	Means these Procedures, including the matrices, tables and flowcharts attached to these Procedures, and any published amendments by the University.
Student Academic Integrity Coordinator	A Staff member responsible for overseeing and facilitating investigations into allegations of Academic Breach and Academic Misconduct (or a substantially equivalent role), or a person acting in that position, or their nominee.

## 2. Purpose and Scope

The purpose of these Procedures is to provide a clear and uniform mechanism for dealing with concerns and allegations of Academic Breach and Academic Misconduct by Students.

The Procedures set out in this document will assist the University to promote and ensure academic integrity in all aspects of teaching, learning and research.

These Procedures apply to all Staff and Students, and will be read in conjunction with the Academic Misconduct Rules (Students) and the Academic Integrity Policy.

The following documents are matrices, tables and flowcharts that form part of these Procedures. In the event of any inconsistency between one of these documents and the text of these Procedures, the text will prevail.

Attachment	Description
A	Flowchart for academic Staff within their Unit
B	Flowchart for Staff, public and Students
C	Flowchart for Examinations
D	Matrix: Academic Breach and Academic Misconduct in a Coursework Unit (New to ECU Student)
E	Matrix: Academic Misconduct in a Coursework Unit (Experienced Student)
F	Matrix: Academic Breach and Academic Misconduct in Research, a Thesis or a Thesis Unit (All Students)
G	Matrix: Examination Misconduct (All Students)
H	Designated Officers

## 3. Recording and investigating allegation of Academic Breach and Academic Misconduct

### 3.1. Use of the Academic Integrity Management System

- a) All Staff who are responsible for managing, investigating or determining an allegation regarding Academic Breach or Academic Misconduct, will maintain current, accurate and detailed records, including any documentary evidence that may be available, in the Academic Integrity Management System or otherwise in accordance with the University's [Records Management Policy](#).

### 3.2. Concerns identified by academic Staff within their own Unit [Attachment A]

- a) The procedures for recording and investigating concerns of Academic Breach or Academic Misconduct, by an academic Staff member in relation to a Unit they are teaching or coordinating, are illustrated in [Attachment A](#).
- b) Where an academic Staff member identifies or is made aware of a concern relating to possible Academic Breach or Academic Misconduct by a Student in connection with the Unit they are teaching or coordinating, the academic Staff member will record the concern in the Academic Integrity Management System. An alert will be sent to the relevant Unit Coordinator and the Student Academic Integrity Coordinator.
- c) The relevant Unit Coordinator will, within 7 days of the alert being sent, either:
  - i) if there is insufficient evidence to warrant further investigation, dismiss the allegation; or

- ii) refer the alleged conduct to the Student Academic Integrity Coordinator to manage as set out in (d).
- d) The Student Academic Integrity Coordinator will, within 7 days of the matter being referred as set out in (c)(ii):
  - i) identify whether or not the alleged conduct relates to either:
    - (1) a New to ECU Student in a Coursework Unit - Attachment D will apply;
    - (2) an Experienced Student in a Coursework Unit - Attachment E will apply; or
    - (3) a Student at AQF Level 8 (bachelor honours degree) or above, conducting a research-orientated project, enrolled in a Coursework Unit which is focused primarily on research methodology, or enrolled in a Thesis or Thesis Unit – Attachment F will apply;
  - ii) identify whether the Student has any previous adverse determinations of Academic Breach or Academic Misconduct at the University;
  - iii) classify the alleged conduct having regard to any contextual factors and the level of severity as set out in Attachments D - F, as applicable;
  - iv) based on (i) - (iii), allocate the matter for further investigation to the relevant Designated Officer(s) named in Attachment H; and
  - v) notify the Designated Officer(s) and the relevant Associate Dean(s) of the allocation.

### 3.3. Concern identified by Staff, public or Student [Attachment B]

- a) Where 3.2 does not apply, the procedures for recording and investigating concerns of Academic Breach or Academic Misconduct by a Staff member, member of the public, or another Student are illustrated in Attachment B.
- b) Where a person identifies a concern relating to possible Academic Breach or Academic Misconduct, the matter will be reported to the Student Academic Integrity Coordinator.
- c) The Student Academic Integrity Coordinator will record the concern in the Academic Integrity Management System. An alert will be sent to the relevant Unit Coordinator.
- d) The Student Academic Integrity Coordinator will, within 7 days of recording the concern, either:
  - i) manage the allegation as set out in (e); or
  - ii) if the Student Academic Integrity Coordinator believes there is insufficient evidence to warrant further investigation, recommend to the Manager, Learning Support, that the allegation be dismissed. The Manager, Learning Support may then decide to either:
    - (1) dismiss the allegation; or
    - (2) refer it back to the Student Academic Integrity Coordinator to continue manage the investigation as set out in (e).
- e) Subject to (d), the Student Academic Integrity Coordinator will:
  - i) identify whether or not the alleged conduct relates to either:
    - (1) a New to ECU Student in a Coursework Unit - Attachment D will apply;
    - (2) an Experienced Student in a Coursework Unit - Attachment E will apply; or
    - (3) a Student at AQF Level 8 (bachelor honours degree) or above, conducting a research-orientated project, enrolled in Coursework Unit which is focused primarily on research methodology, or enrolled in a Thesis or Thesis Unit – Attachment F will apply;

- ii) identify whether the Student has any previous adverse determinations of Academic Breach or Academic Misconduct at the University;
- iii) classify the alleged conduct having regard to contextual factors and the level of severity set out in [Attachments D - F](#), as applicable;
- iv) based on (i) - (iii), allocate the matter for further investigation to the relevant Designated Officer(s) named in [Attachment H](#); and
- v) notify the Designated Officer(s) and the relevant Associate Dean(s) of the allocation.

### 3.4. **Concern of Academic Misconduct in connection with an Examination [[Attachment C](#)]**

- a) The procedures for recording and investigating any concerns of Academic Misconduct in connection with or during an Examination are illustrated in [Attachment C](#).
- b) Where a person identifies a concern relating to possible Academic Misconduct in connection with or during an Examination, the matter is to be reported to the Student Academic Integrity Coordinator.
- c) The Student Academic Integrity Coordinator will record the concern in the Academic Integrity Management System.
- d) The Student Academic Integrity Coordinator will, within 7 days of recording the concern, either:
  - i) manage the allegation as set out in (e); or
  - ii) if the Student Academic Integrity Coordinator believes there is insufficient evidence to warrant further investigation, recommend to the Director, Student Administration for Central Examinations or the relevant Associate Dean (Teaching and Learning) for School Examinations, that the allegation be dismissed. The Director, Student Administration or relevant Associate Dean (Teaching and Learning) may then decide to either:
    - (1) dismiss the allegation; or
    - (2) refer it back to the Student Academic Integrity Coordinator to continue manage the investigation as set out in (e).
- e) The Student Academic Integrity Coordinator will:
  - i) identify whether the Student has any previous adverse determinations of Academic Breach or Academic Misconduct at the University;
  - ii) classify the alleged conduct having regard to contextual factors and the level of severity as set out in [Attachment G](#);
  - iii) based on (i) - (ii), allocate the matter for further investigation to the relevant Designated Officer(s) named in [Attachment H](#); and
  - iv) notify the Designated Officer(s) and the relevant Associate Dean(s) of the allocation.

### 3.5. **Classifying allegations**

- a) The Student Academic Integrity Coordinator and Designated Officer(s), when classifying an allegation or determining the appropriate Outcome(s) to be imposed in accordance with [Attachments D-G](#), will only have regard to prior acts of Academic Breach or Academic Misconduct that have been determined and the Outcome(s) notified to the Student before the alleged conduct that constitutes a second or subsequent offence occurs.

## 4. **Investigation by Designated Officer(s)**

- 4.1. The Designated Officer(s) set out in Attachment H will investigate an allegation referred to them in accordance with the Academic Misconduct Rules (Students) and these Procedures.
- 4.2. Investigations are to be conducted as quickly as is practicable, having regard to the circumstances and subject matter of the allegation.
- 4.3. At any time during an investigation a Designated Officer(s) may seek advice from relevant experts within the University, including a Senior Learning Advisor, Dean, Ethics Support Officer, Senior Deputy Vice-Chancellor, or Deputy Vice-Chancellor (Education), provided such experts do not have a Conflict of Interest.
- 4.4. At any time during an investigation a Designated Officer(s) may refer an allegation back to the Student Academic Integrity Coordinator for allocation to another Designated Officer(s), for reasons including:
  - a) the Designated Officer(s) having a Conflict of Interest;
  - b) the Designated Officer(s) changing the nature of their employment; or
  - c) as a result of preliminary investigations, the allegation appearing to be more or less serious than when the allegation was first classified.
- 4.5. An allegation referred back to the Student Academic Integrity Coordinator in accordance with paragraph 4.4 will be reallocated in accordance with Attachments D – H, as applicable, having regard to any evidence available to the Student Academic Integrity Coordinator at that time.
- 4.6. Where the performance of a Designated Officer is likely to be affected by a Conflict of Interest, to avoid the Conflict of Interest, the Student Academic Integrity Coordinator may allocate the allegation:
  - a) where the Designated Officer is a Unit Coordinator, to another Unit Coordinator in the same or a different School or Teaching Area;
  - b) where the Designated Officer is an Associate Dean, to another Associate Dean in the same or a different School or Teaching Area;
  - c) where the Designated Officer is the Dean, Graduate Research, to an Associate Dean (Research);
  - d) where the Designated Officer is the Director, Student Administration, to the Director, Student Life or the Manager, Learning Support;
  - e) where the Designated Officer is the Director, Student Life, to the Director, Student Administration or the Manager, Learning Support;
  - f) where the Designated Officer is the Manager, Learning Support, to the Director, Centre for Learning and Teaching, the Director, Student Administration or the Director, Student Life; and
  - g) where a Panel is involved, to a Panel including an alternative Staff member as set out in (c) – (f) above.
- 4.7. Where the Designated Officer is a Panel that includes a Nominated Senior Academic, the Executive Dean of the relevant Student's School or Teaching Area will nominate a member of academic Staff at the level of Senior Lecturer or higher, with at least 5 years teaching experience, to act as the Nominated Senior Academic.

## 5. Student interviews

- 5.1 As part of the investigation, the Designated Officer(s) will take reasonable steps to interview the Student.
- 5.2 Any Student interview will be held as soon as practicable following the occurrence of the alleged conduct, but in any event within 28 days of the allegation being reported in the Academic

Integrity Management System.

- 5.3 Interviews may, at the discretion of the Designated Officer(s), be conducted in person, by telephone, teleconference or videoconference or by any other means, provided that the Student's preference is considered when making that decision. Meetings will not be recorded without the express consent of all persons involved.
- 5.4 A Student is to be given reasonable notice and opportunity to attend an interview. If, after reasonable steps to contact the Student have been made, the Student fails to attend an interview, the Designated Officer(s) may make any decision with respect to the allegation, including dismissing an allegation or determining an act of Academic Breach or Academic Misconduct and imposing one or more Outcomes, without having interviewed the Student.
- 5.5 The Student may be accompanied at any interview by a Student Guild representative, friend, or family member, but may not be legally represented. That person must not be involved in the investigation, and may only speak on the Student's behalf if invited to do so by the Designated Officer(s) conducting the interview.
- 5.6 The Designated Officer(s) may be accompanied at any interview by up to two Staff members, in particular where those Staff members are subject matter experts. The Designated Officer(s) may invite those Staff members to participate in interviewing the Student. The Student is to be given prior notice of Staff members who will be attending. The Student may be asked to demonstrate their understanding of Unit Learning Outcomes during the interview, where this is relevant to determining whether Academic Breach or Academic Misconduct has occurred, including by answering viva-voce questions about the subject matter.
- 5.7 Where the Designated Officer consists of a Panel, one Panel member and other Staff as set out in paragraph 5.6 may conduct the Student interview. The responsible Panel member will then report back to the remaining Panel members so that decisions about the allegation can be made.
- 5.8 The Designated Officer(s) will consider any relevant written materials submitted by the Student when making a dismissal or determination.

## **6. Determinations, Outcomes and notifications**

- 6.1. Following an investigation, the Designated Officer(s) will either:
  - a) if there is insufficient evidence to make a determination of Academic Breach or Academic Misconduct, dismiss the allegation; or
  - b) determine that an act of Academic Breach, Concerning Academic Misconduct or Serious Academic Misconduct, as those terms are described in Attachments D-G, has occurred.
- 6.2. A determination of Academic Breach, Concerning Academic Misconduct or Serious Academic Misconduct is not to be based on the existence of any previous Academic Breach or Academic Misconduct by the Student. However, the existence of any previous Academic Breach or Academic Misconduct by the Student will be considered in determining the appropriate Outcome to be imposed. The Designated Officer(s) will consult with the Student Academic Integrity Coordinator in this regard.
- 6.3. The Designated Officer(s) may impose any one or more of the Outcomes set out in Rule 7 of the Academic Misconduct Rules (Students).
- 6.4. The Outcome(s) imposed will:
  - a) be consistent with any exemplars, guides or resources published by the University relating to misconduct and Outcomes imposed;
  - b) include mandatory Outcome(s) that may be applicable, as set out in Attachments D - G; and



- c) be fair and reasonable having regard to the range of Outcomes shown in [Attachments D – G](#) that may be applicable, the contextual factors and level of severity of the conduct, and any previous adverse determinations of Academic Breach or Academic Misconduct involving the Student and the Outcomes imposed.
- 6.5. Within 7 days of completing the Student interview, or such longer time as is reasonable in the circumstances and notified by the Designated Officer(s) to the Student in writing, the Designated Officer(s) will:
- a) record any dismissal or determination of Academic Breach or Academic Misconduct, and the Outcome(s) imposed, in the Academic Integrity Management System; and
  - b) notify:
    - i) the Student in writing, of the dismissal or determination, reasons for any determination made, and any Outcome(s) imposed;
    - ii) the relevant School Associate Dean and Student Academic Integrity Coordinator, of any determination made and the Outcome(s) imposed; and
    - iii) any other relevant members of Staff, including the Director, Student Life, Director, Student Administration, Dean, Graduate Research and Manager, Research Governance, of any determination made and the Outcome(s) imposed.
- 6.6. The notice to the Student will include information about their right to appeal a determination or Outcome under Rule 8 of the [Academic Misconduct Rules \(Students\)](#), and any relevant timeframes. If a determination relates to an International Student, and the Outcome imposed is that the Student is suspended or expelled from the University, the notification to the Student will also advise that:
- a) the suspension or expulsion will be reported to any relevant government department or agency;
  - b) the Student needs to seek advice from the relevant government department or agency on the potential impact on their student visa; and
  - c) the suspension or cancellation will not take effect until the University's internal appeals process is completed, unless the Student's health or wellbeing, or the wellbeing of others, is likely to be at risk.

## 7. Timing and extensions of time

- 7.1. In calculating days as prescribed by these procedures, the following days ("Excluded Days") will not be included:
- a) 22 December to 4 January inclusive; and
  - b) a public holiday in Western Australia, on the day it is observed by the University.
- 7.2. Any act that occurs or is due to occur on an Excluded Day, will be deemed to have occurred or be due to occur on the next day which is not an Excluded Day.
- 7.3. The Senior Deputy Vice-Chancellor may extend or abridge any period of time specified in these procedures, and may do so after the expiration of such period, where there are reasonable circumstances for doing so and having regard to principles of natural justice.

## 8. Contact Information

For queries relating to this document please contact:

<b>Procedure Owner</b>	Senior Deputy Vice-Chancellor
<b>All Enquiries Contact:</b>	Manager, Learning Support (Centre for Learning and Teaching)
<b>Telephone:</b>	08 6304 5191
<b>Email address:</b>	andrew.kelly@ecu.edu.au

<i>Version</i>	<i>Authorised by</i>	<i>Approval Date</i>	<i>Effective Date</i>	<i>Sections modified</i>
[1.0]	Professor Arshad Omari (Senior Deputy Vice-Chancellor)	6 June 2019	15 July 2019	N/A
[2.0]	Academic Board	15 April 2021	29 June 2021	Insert 3.5 (classifying allegations); modified 5.6; modified 6.5 (interview conduct); modified 7 (removal of ESSP).
[2.1]	Academic Board	5 August 2021	29 June 2021	Various - Minor changes to reflect improvements in terminology and process. Modify Section 3.5 to provide further clarity on classifying allegations.
[2.2]	Academic Board	1 December 2022	1 January 2023	Modified 5.5 (student support person); Attachment E – update to serious misconduct outcomes; Attachment F – updated to include indicative examples of research misconduct.
[3.0]	Academic Board	20 April 2023	5 April 2023	Various changes to Attachments D, E and F relating to the inclusion of generative artificial intelligence and removal of self-plagiarism as a form of academic misconduct.



# ACADEMIC BREACH/MISCONDUCT

## Reported by Academic Staff within the unit

1 Academic staff member identifies issue within their unit.



2 Academic staff member reports case in Integrity Management System with attached evidence.



3 Unit co-ordinator alerted. Unit co-ordinator dismisses allegation, or refers to Student Academic Integrity Co-ordinator to manage (see step 4).



4 The Student Academic Integrity Co-ordinator:  
a. Determines which **misconduct matrix** applies to the matter; and  
b. Assigns the matter to **Designated Officer** for investigation.



5 Designated Officer investigates the matter and conducts student interview.



6 Designated Officer makes a decision, consults with Student Academic Integrity Co-ordinator regarding student history, and determines appropriate Outcome in accordance with the relevant matrix.



7 Decision and Outcome recorded in Integrity Management System. Staff and student notified.



1

Issue identified by public, student, or staff unrelated to their unit.



2

Case referred to Student Academic Integrity Co-ordinator for recording in Integrity Management System with attached evidence.



3

Student Academic Integrity Co-ordinator recommends dismissal to Manager, Learning Support (who can dismiss the matter), or continues to step 4.



4

If not dismissed, the Student Academic Integrity Co-ordinator:  
a. Determines which **misconduct matrix** applies to the matter; and  
b. Assigns the matter to **Designated Officer** for investigation.



5

Designated Officer investigates the matter and conducts student interview.



6

Designated Officer makes a decision, consults with Student Academic Integrity Co-ordinator regarding student history, and determines appropriate Outcome in accordance with the relevant matrix.



7

Decision and Outcome recorded in Integrity Management System. Staff and student notified.



1 Issue relating to examination identified by invigilator, student, staff or member of the public.



2 Case referred to Student Academic Integrity Co-ordinator for recording in Integrity Management System with attached evidence.



3 Student Academic Integrity Co-ordinator recommends dismissal to the Director (Student Administration) or Associate Dean (Teaching and Learning) (who can dismiss the matter), or continues to step 4.



4 If not dismissed, Student Academic Integrity Co-ordinator reviews matter and assigns it to a **Designated Officer** for investigation in accordance with the **examinations matrix**.



5 Designated Officer investigates the matter and conducts student interview.



6 Designated Officer makes a decision, consults with Student Academic Integrity Co-ordinator regarding student history, and determines appropriate Outcome in accordance with the relevant matrix.



7 Decision and Outcome recorded in Integrity Management System. Staff and student notified.



CRITERIA		Academic Breach	Concerning Academic Misconduct	Serious Academic Misconduct
<b>Form or extent of the conduct</b>		Student conduct which by its form or extent represents an act of <b>minor and/or unintentional</b> Plagiarism	Student conduct which by its form or extent represents a <b>moderate or concerning breach</b> of academic integrity	Student conduct which by its form or extent represents a <b>significant or serious breach</b> of academic integrity
<b>FORM OF CONDUCT</b>	<b>PLAGIARISM</b> <i>Indicative examples</i>	<ul style="list-style-type: none"> <li>Copied some elements of written text (e.g. sentences, paragraph or isolated paragraphs) or other source material (e.g. computer code, generative artificial intelligence outputs, designs, figures, multimedia, artefacts) without appropriate paraphrasing, referencing, acknowledgement or copyright permission</li> </ul>	<ul style="list-style-type: none"> <li>Copied some elements of written text (e.g. sentences, paragraph or isolated paragraphs) or other source material (e.g. computer code, generative artificial intelligence outputs, designs, figures, multimedia, artefacts) without appropriate paraphrasing, referencing, acknowledgement or copyright permission</li> <li>Copied some elements of another Student's Assessment Task                             <ul style="list-style-type: none"> <li></li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Copied sections or essential elements of written text or other source material (e.g. computer code, generative artificial intelligence outputs, designs, figures, multimedia, artefacts) without referencing, acknowledgement or copyright permission</li> <li>Copied sections or essential elements of another Student's Assessment Task                             <ul style="list-style-type: none"> <li></li> </ul> </li> </ul>
	<b>OTHER CONDUCT</b> <i>Indicative examples</i>		<ul style="list-style-type: none"> <li>Received inappropriate editorial assistance from another person on a written Assessment Task</li> <li>Worked with one or more people on an Assessment Task when an individual response was required</li> <li>Completed a group Assessment Task with assistance from another group or other groups when an individual group response was required</li> <li>Misrepresented contributions of individual members to a group Assessment Task</li> </ul>	<ul style="list-style-type: none"> <li>Submitted an Assessment Task produced, in part or fully, by a third party or undertook an Assessment Task, or part thereof, for another Student</li> <li>Accessed, exchanged, offered for purchase or sold an assessment item or task</li> <li>Impersonated another Student or allowed a third party to impersonate them in an Assessment Task</li> <li>Fabricated or falsified content or cited and referenced non-existent sources</li> <li>Fabricated or falsified documents (e.g. medical certificates, police reports, academic records) for purposes of assessment</li> <li>Stole another Student's work</li> </ul>

			<ul style="list-style-type: none"> <li>• Obtained another student’s work through deceit or misrepresentation and then submitted an Assessment Task as their own work</li> <li>• Coerced, blackmailed, intimidated or facilitated coercion blackmail or intimidation of another person, or offered or accepted a bribe, for an assessment outcome or grade</li> </ul>
<b>CRITERIA</b>	<b>Academic Breach</b>	<b>Concerning Academic Misconduct</b>	<b>Serious Academic Misconduct</b>
<b>Intent of Student</b>	There is no basis to suggest that the conduct was intentional	The conduct was due to negligence or recklessness where the issue should have been foreseen; or an intent to gain advantage	The conduct was due to a deliberate and planned attempt to gain advantage where otherwise marks would not have been awarded
<b>Impact of conduct</b> <i>Assessment integrity and University reputation</i>	Student made a genuine attempt to address learning outcomes, however, Student’s ability is unclear as work, to some extent, relies on that of others	Student’s ability is unclear as work, to some extent, relies on that of others or previous work to address learning outcomes	Student’s ability is not demonstrated as work relies largely or entirely on that of others or previous work or fabricated content or sources; or Student’s conduct has the potential to more broadly undermine assessment integrity or impact the reputation of the University
<b>OUTCOME/S</b>	<i>One or more of the following</i> <ul style="list-style-type: none"> <li>• Give the Student a written warning</li> <li>• Require the Student to engage in educational interventions</li> <li>• Require resubmission of offending portions of an Assessment Task within a specified time, with the maximum possible mark reduced to the pass mark</li> </ul>	<i>One or more of the following</i> <ul style="list-style-type: none"> <li>• Give the Student a written warning</li> <li>• Require the Student to engage in educational interventions</li> <li>• Deduct marks from the relevant Assessment Task</li> </ul>	<i>Optional</i> <ul style="list-style-type: none"> <li>• Require the Student to engage in educational interventions</li> <li>• (Past students) Recommend rescission of award or other relevant qualification</li> </ul> <i>Mandatory (one or more of the following)</i> <ul style="list-style-type: none"> <li>• Disallow all marks from the relevant Assessment Task</li> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit</li> <li>• Suspend the Student from the University, for no more than twelve months</li> <li>• Expel the Student from the University</li> </ul>
<b>DESIGNATED OFFICER</b>	<b>Unit Coordinator</b>	<b>ADTL</b>	<b>Panel:</b> ADTL, Nominated Senior Academic, and Manager, Learning Support



CRITERIA		Concerning Academic Misconduct	Serious Academic Misconduct
<b>Form or extent of the conduct</b>		Student conduct which by its form or extent represents a <b>moderate or concerning breach</b> of academic integrity	Student conduct which by its form or extent represents a <b>significant or serious breach</b> of academic integrity
<b>FORM OF CONDUCT</b>	<b>PLAGIARISM</b> <i>Indicative examples</i>	<ul style="list-style-type: none"> <li>Copied some elements of written text (e.g. sentences, paragraph or isolated paragraphs) or other source material (e.g. computer code, generative artificial intelligence outputs, designs, figures, multimedia, artefacts) without appropriate paraphrasing, referencing, acknowledgement or copyright permission</li> <li>Copied some elements of another Student's Assessment Task</li> </ul>	<ul style="list-style-type: none"> <li>Copied sections or essential elements of written text or other source material (e.g. computer code, generative artificial intelligence outputs, designs, figures, multimedia, artefacts) without referencing, acknowledgement or copyright permission</li> <li>Copied sections or essential elements of another Student's Assessment Task</li> </ul>
	<b>OTHER CONDUCT</b> <i>Indicative examples</i>	<ul style="list-style-type: none"> <li>Received inappropriate editorial assistance from another person on a written Assessment Task</li> <li>Worked with one or more people on an Assessment Task when an individual response was required</li> <li>Completed a group Assessment Task with assistance from another group or other groups when an individual group response was required</li> <li>Misrepresented contributions of individual members to a group Assessment Task</li> </ul>	<ul style="list-style-type: none"> <li>Submitted an Assessment Task produced, in part or fully, by a third party or undertook an Assessment Task, or part thereof, for another Student</li> <li>Accessed, exchanged, offered for purchase or sold an assessment item or task</li> <li>Impersonated another Student or allowed a third party to impersonate them in an Assessment Task</li> <li>Fabricated or falsified content or cited and referenced non-existent sources</li> <li>Fabricated or falsified documents (e.g. medical certificates, police reports, academic records) for purposes of assessment</li> <li>Stole another Student's work</li> <li>Obtained another student's work through deceit or misrepresentation and then submitted assessment item as their own</li> <li>Coerced, blackmailed, intimidated or facilitated coercion blackmail or intimidation of another person, or offered or accepted a bribe, for an assessment outcome or grade</li> </ul>
<b>Intent of Student</b>		The conduct was due to negligence or recklessness where the issue should have been foreseen; or an intent to gain advantage	The conduct was due to a deliberate and planned attempt to gain advantage where otherwise marks would not have been awarded
<b>Impact of conduct</b> <i>Assessment integrity and University reputation</i>		Student's ability is unclear as work, to some extent, relies on that of others or previous work to address learning outcomes	Student's ability is not demonstrated as work relies largely or entirely on that of others or previous work or fabricated content or sources; or Student's conduct has the potential to more broadly



		undermine assessment integrity or impact the reputation of the University
	<b>Concerning Academic Misconduct</b>	<b>Serious Academic Misconduct</b>
<b>OUTCOME/S</b>	<p><b>First offence of Academic Misconduct</b> <i>One or more of the following</i></p> <ul style="list-style-type: none"> <li>• Give the Student a written warning</li> <li>• Require the Student to engage in educational interventions</li> <li>• Deduct marks from the relevant Assessment Task</li> <li>• Disallow all marks from the relevant Assessment Task</li> </ul> <p><b>Second offence of Academic Misconduct</b> <i>Optional</i></p> <ul style="list-style-type: none"> <li>• Require the Student to engage in educational interventions</li> <li>• (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><i>Mandatory (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Deduct marks from the relevant Assessment Task</li> <li>• Disallow all marks from the relevant Assessment Task</li> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit</li> </ul> <p><b>Third or subsequent offence of Academic Misconduct</b> <i>Optional (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Disallow all marks for the relevant Assessment Task</li> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit</li> <li>• (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><i>Mandatory</i></p> <ul style="list-style-type: none"> <li>• Suspend the Student from the University, for no more than twelve months; or</li> <li>• Expel the Student from the University</li> </ul>	<p><b>First offence of Academic Misconduct</b> <i>Optional</i></p> <ul style="list-style-type: none"> <li>• Require the Student to engage in educational interventions</li> <li>• (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><i>Mandatory (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Disallow all marks for the relevant Assessment Task</li> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit</li> <li>• Suspend the Student from the University, for no more than twelve months</li> <li>• Expel the Student from the University</li> </ul> <p><b>Second offence of Academic Misconduct (applicable only when the first offence was Concerning Academic Misconduct)</b></p> <p><i>Optional (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Disallow all marks for the relevant Assessment Task</li> <li>• (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><i>Mandatory (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit (only available where the previous Outcome was a written warning and/or requirement to engage in educational interventions)</li> <li>• Suspend the Student from the University, for no more than twelve months; or</li> </ul>

		<ul style="list-style-type: none"> <li>• Expel the Student from the University</li> </ul> <p><b>Second or subsequent offence of Academic Misconduct</b>  <i>Optional (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Disallow all marks for the relevant Assessment Task</li> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit</li> <li>• (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><i>Mandatory</i></p> <ul style="list-style-type: none"> <li>• Suspend the Student from the University, for no more than twelve months; or</li> <li>• Expel the Student from the University</li> </ul>
<p><b>DESIGNATED OFFICER</b></p>	<p><b>First offence of <u>Academic Misconduct</u>:</b> ADTL (for allegations of minor and unintentional plagiarism, it is intended the ADTL will in most circumstances delegate this to the relevant Unit Coordinator).</p> <p><b>Second offence of <u>Academic Misconduct</u>:</b> ADTL.</p> <p><b>Third or subsequent offence of <u>Academic Misconduct</u>:</b> Panel: ADTL, Nominated Senior Academic, and Manager, Learning Support</p>	<p><b>Panel:</b> ADTL, Nominated Senior Academic, and Manager, Learning Support</p>

CRITERIA	Academic Breach	Concerning Academic Misconduct	Serious Academic Misconduct
Level of experience of the researcher	AQF Level 8 or higher New to ECU student only	AQF Level 8 or higher New to ECU student or Experienced student	AQF Level 8 or higher New to ECU student or Experienced student
Form and/or extent of the conduct	Student conduct which by its form or extent represents an act of <b>minor and/or unintentional</b> Plagiarism	Student conduct which by its form or extent represents a <b>moderate or concerning</b> breach of academic integrity	Student conduct which by its form or extent represents a <b>significant or serious</b> breach of academic integrity
<b>PLAGIARISM AND COPYRIGHT</b> <b>Indicative Examples</b>	<ul style="list-style-type: none"> <li>Copied some elements of written text (e.g. sentences, paragraph or isolated paragraphs) or data or other source material (e.g. formulae, proofs, theories, concepts, research data, computer code, generative artificial intelligence outputs, designs, figures, multimedia, artefacts) without appropriate paraphrasing, referencing, acknowledgement or copyright permission (R27)</li> </ul>	<ul style="list-style-type: none"> <li>Copied some elements of written text (e.g. sentences, paragraph or isolated paragraphs) or data or other source material (e.g. formulae, proofs, theories, concepts, research data, computer code, generative artificial intelligence outputs, designs, figures, multimedia, artefacts) without appropriate paraphrasing, referencing, acknowledgement or copyright permission (R27)</li> </ul>	<ul style="list-style-type: none"> <li>Copied sections or essential elements of written text or data or other source material (e.g. formulae, proofs, computer code, generative artificial intelligence outputs, designs, figures, multimedia, artefacts) without referencing or acknowledgement or copy right permission (R27)</li> <li>Failed to obtain permission from the copyright owners to use:                         <ul style="list-style-type: none"> <li>any third-party copyright material reproduced in a Thesis, or</li> <li>the Student’s own published work for which the copyright is held by another party (R17)</li> </ul> </li> </ul>

<p><b>FAILURE TO MEET REQUIRED RESEARCH STANDARDS</b> <i>Indicative examples</i></p>		<ul style="list-style-type: none"> <li>• Deviated to a limited extent from the research protocol approved by an applicable ethics review body (R17)</li> <li>• Deviated from ethics reporting requirements including the immediate reporting of adverse events (R17).</li> <li>• Deviated to a limited extent from research data management protocols approved by an applicable ethics review body (R22)</li> <li>• Deviated to a limited extent from applicable research recording protocols (R22)</li> <li>• Failed to maintain suitable research records in accordance with required standards (R22)</li> <li>• Destroyed, disclosed or allowed access to research records, research data or source material without requisite authority (R22)</li> <li>• Published research other than in accordance with required standards (R23)</li> <li>• Breached relevant laws, standards, research agreements, guidelines or policies relating to responsible research conduct (R17)</li> <li>• Failed to collaborate and appropriately engage with Aboriginal and Torres Strait Islander people and communities about the planned purpose and research methodology (R19)</li> <li>• Conducted research without appropriate regard to Aboriginal and Torres Strait Islander peoples legal rights, local laws, customs, and protocols (R19)</li> <li>• Failed to notify the university in a timely manner of a data breach or instance of inappropriate access to data held by the researcher (R22 or 29)</li> <li>• Failed to adhere to the conditions of any university policy or project-specific approvals relating to the retention, sharing or destruction of research data or primary materials (R17 or 22)</li> <li>• Failed to apply appropriate security controls to research data or primary materials (R22)</li> <li>• Failed to maintain records required by an export control body as a condition of publication and dissemination (R23)</li> </ul>	<ul style="list-style-type: none"> <li>• Conducted research without requisite approvals, permits or licences, including ethics approval (R17)</li> <li>• Deviated to a significant extent from the research protocol approved by an applicable ethics review body (R17)</li> <li>• Deviated from ethics reporting requirements including the immediate reporting of adverse events (R17).</li> <li>• Deviated to a significant extent from the research data management protocols approved by an applicable ethics review body (R22)</li> <li>• Deviated to a significant extent from, or failed to apply, applicable research recording protocols (R22)</li> <li>• Failed to maintain suitable research records in accordance with required standards (R22)</li> <li>• Destroyed, disclosed or allowed access to research records, research data or source material without requisite authority (R22)</li> <li>• Published research other than in accordance with required standards (R23)</li> <li>• Misused research funds (R14 and/or 17)</li> <li>• Concealed or facilitated academic or research misconduct in research by others (R29)</li> <li>• Made or contributed to misleading allegations of academic or research misconduct in research by others (R29)</li> <li>• Breached relevant laws, standards, research agreements, guidelines or policies relating to responsible research conduct (R17)</li> <li>• Failed to collaborate and appropriately engage with Aboriginal and Torres Strait Islander people and communities about the planned purpose and research methodology (R19)</li> <li>• Conducted research without appropriate regard to Aboriginal and Torres Strait Islander peoples legal rights, local laws, customs, and protocols (R19)</li> </ul>
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			<ul style="list-style-type: none"> <li>Failed to maintain records required by an export control body as a condition of publication and dissemination (R23)</li> <li>Failed to notify the university in a timely manner of a data breach or instance of inappropriate access to data held by the researcher (R22 or 29)</li> <li>Failed to adhere to the conditions of any university policy or project-specific approvals relating to the retention, sharing or destruction of research data or primary materials (R17 or 22)</li> <li>Failed to apply appropriate security controls to research data or primary materials (R22)</li> </ul>
<p><b>FABRICATION OR FALSIFICATION</b> Indicative examples</p>		<ul style="list-style-type: none"> <li>Manipulated research data, materials, equipment or processes to a limited extent (R14, 17 or 22)</li> <li>Misrepresented, changed or omitted data or results, to a limited extent, without scientific or statistical justification (R14, 17 or 22)</li> </ul>	<ul style="list-style-type: none"> <li>Manipulated research materials, equipment or processes, or misrepresented, changed or omitted data or results, to a significant extent, in order to support claims or hypotheses (R14, 17 or 22)</li> <li>Claimed to have carried out tests, experiments or observations, which have not taken place, or illegitimately fabricated data and/or results (R14, 17 or 22)</li> <li>Misrepresented or falsified data in order to obtain research funding (R14, 17 or 22)</li> </ul>
<p><b>CONTRACT CHEATING</b> Indicative Examples</p>			<ul style="list-style-type: none"> <li>Requested, offered, encouraged or induced another person or Student to contract, commission, pay, procure, or complete research activities (e.g. drafting of Thesis chapters and milestone documents) on the Student's behalf (R25)</li> <li>Completed research activities on another Student's behalf (R25)</li> </ul>

<p><b>AUTHORSHIP AND DISSEMINATION</b>  <b>Indicative Examples</b></p>		<ul style="list-style-type: none"> <li>• Credited authorship to, or accepting authorship from individuals who do not meet the criteria for authorship (for example, honorary, gift or guest authorship) (R25)</li> <li>• Failed to ascribe authorship to individuals where those individuals meet the requirements of authorship (for example, ghost authorship) (R25)</li> <li>• Attributed authorship to individuals without their consent (R25)</li> <li>• Published research without the final approval of the attributed authors (R25)</li> <li>• Failed to comply with an authorship agreement (R25)</li> <li>• Duplicated publication (also known as redundant or multiple publication, or self-plagiarism) without acknowledgement of the source or original publication (R23)</li> <li>• Failed to take active, reasonable and timely steps to correct the public record upon becoming aware of errors or misleading information in their published research outputs (R23)</li> <li>• Publicly disseminated research (e.g. via social media) that is yet to be tested in peer review without providing an appropriate caution or caveat (R23)</li> <li>• Failed to honour a restriction on publication or dissemination imposed by a sponsor, ethics or biosafety review body or other approval body (including an export control authority) (R23)</li> </ul>	<ul style="list-style-type: none"> <li>• Submitted a co-authored research publication for which the Student's contribution, as first author, did not comprise at least 50%, or the contributions of authors were misrepresented (R25)</li> <li>• Credited authorship to, or accepting authorship from individuals who do not meet the criteria for authorship (for example, honorary, gift or guest authorship) (R25)</li> <li>• Failed to ascribe authorship to individuals where those Individuals meet the requirements of authorship (for example, ghost authorship) (R25)</li> <li>• Attributed authorship to individuals without their consent (R25)</li> <li>• Made false claims about the authorship in a grant application (R14)</li> <li>• Published research without the final approval of the attributed authors (R25)</li> <li>• Failed to comply with an authorship agreement (R25)</li> <li>• Duplicated publication (also known as redundant or multiple publication, or self-plagiarism) without acknowledgement of the source or original publication (R23)</li> <li>• Failed to take active, reasonable and timely steps to correct the public record upon becoming aware of errors or misleading information in their published research outputs (R23)</li> <li>• Publicly disseminated of research (e.g. via social media) that is yet to be tested in peer review without providing an appropriate caution or caveat (R23)</li> <li>• Failed to honour a restriction on publication or dissemination imposed by a sponsor, ethics or biosafety review body or other approval body (including an export control authority) (R23)</li> </ul>
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<p><b>CONFLICTS OF INTEREST</b> Indicative Examples</p>		<ul style="list-style-type: none"> <li>Failed to disclose and manage potential, perceived or actual conflicts of interest (R24)</li> </ul>	<ul style="list-style-type: none"> <li>Failed to disclose and manage potential, perceived or actual conflicts of interest (R24)</li> <li>Inappropriately contacted Thesis Examiner/s (R24)</li> </ul>
<p><b>OTHER CONDUCT</b> Indicative Examples</p>		<ul style="list-style-type: none"> <li>Participated in peer review in a way that attempted to, or adversely influenced the fairness, rigour, timeliness or confidentiality of the process. (R28)</li> <li>Facilitated academic or research misconduct in research by others (R29)</li> </ul>	<ul style="list-style-type: none"> <li>Obtained another student’s work through deceit or misrepresentation and then submitted an Assessment Task as their own work (R14)</li> <li>Participated in peer review in a way that attempted to, or adversely influenced the fairness, rigour, timeliness or confidentiality of the process. (R28)</li> <li>Facilitated academic or research misconduct in research by others (R29)</li> </ul>



<p><b>OUTCOME/S</b></p>	<p><i>One of more of the following</i></p> <ul style="list-style-type: none"> <li>● Give the Student a written warning</li> <li>● Require the Student to:             <ul style="list-style-type: none"> <li>○ Undertake or retake the University's academic or research integrity modules</li> <li>○ Resubmit their Thesis, Assessment Task or other body of work</li> <li>○ Publish a formal apology to the Designated Officer(s) reasonable satisfaction</li> <li>○ Take steps to retract a publication or publish a correction (including notifying co-authors of any determination of Academic Misconduct and the need to retract a publication or publish a correction)</li> <li>○ Reimburse or contribute towards the cost of making good any damage caused</li> </ul> </li> <li>● Deduct marks from the relevant Assessment Task</li> <li>● Restrict public, Student or University access to a submitted Thesis held by the University library</li> <li>● Require the Student to undertake any other additional training or remedial action as may be appropriate in the circumstances</li> </ul>	<p><b>First offence of Academic Misconduct ^</b></p> <p><i>One of more of the following</i></p> <ul style="list-style-type: none"> <li>● Give the Student a written warning</li> <li>● Require the Student to:             <ul style="list-style-type: none"> <li>○ Undertake or retake the University's academic or research integrity modules</li> <li>○ Resubmit their Thesis, Assessment Task or other body of work</li> <li>○ Publish a formal apology to the Designated Officer(s) reasonable satisfaction</li> <li>○ Take steps to retract a publication or publish a correction (including notifying co-authors of any determination of Academic Misconduct and the need to retract a publication or publish a correction)</li> <li>○ Reimburse or contribute towards the cost of making good any damage caused</li> </ul> </li> <li>● Disallow experimentation, research or data from use in connection with the relevant Assessment Task, Thesis or Unit</li> <li>● Deduct marks from the relevant Assessment Task</li> <li>● Disallow all marks for the relevant Assessment Task</li> <li>● Record a Fail (or Undifferentiated Fail) or Marginal Progress for the relevant Unit or Thesis</li> <li>● Restrict public, Student or University access to a submitted Thesis held by the University library</li> <li>● Withdraw or withhold research funding, scholarships or stipends and require the Student to take such further actions as may be necessary to modify their research</li> <li>● Require the Student to undertake any other additional training or remedial action as may be appropriate in the circumstances</li> <li>● (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><b>Second or subsequent offence of Academic Misconduct *</b>              Impose one or more of the outcomes available for <i>serious</i> academic misconduct, as listed in adjacent matrix cell.</p>	<p><b>First or subsequent offence of Academic Misconduct</b></p> <p><i>One of more of the following</i></p> <p>Require the Student to:</p> <ul style="list-style-type: none"> <li>● Undertake or retake the University's academic or research integrity modules</li> <li>● Resubmit their Thesis, Assessment Task or other body of work</li> <li>● Publish a formal apology to the Designated Officer(s) reasonable satisfaction</li> <li>● Take steps to retract a publication or publish a correction (including notifying co-authors of any determination of Academic Misconduct and the need to retract a publication or publish a correction)</li> <li>● Reimburse or contribute towards the cost of making good any damage caused</li> <li>● Disallow experimentation, research or data from use in connection with the relevant Assessment Task, Thesis or Unit</li> <li>● Deduct marks from the relevant Assessment Task</li> <li>● Disallow all marks for the relevant Assessment Task</li> <li>● Record a Fail (or Undifferentiated Fail) or Marginal Progress for the relevant Unit or Thesis</li> <li>● Restrict public, Student or University access to a submitted Thesis held by the University library</li> <li>● Withdraw or withhold research funding, scholarships or stipends and require the Student to take such further actions as may be necessary to modify their research</li> <li>● Expel the Student from the University</li> <li>● Require the Student to undertake any other additional training or remedial action as may be appropriate in the circumstances</li> <li>● (Past students) Recommend rescission of award or other relevant University qualification</li> </ul>
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## Australian Code for the Responsible Conduct of Research 2018

Responsibility of Researchers	
R14	Support a culture of responsible research conduct at their institution and in their field of practice
R15	Provide guidance and mentorship on responsible research conduct to other researchers or research trainees under their supervision and, where appropriate, monitor their conduct.
R16	Undertake and promote education and training in responsible research conduct.
R17	Comply with the relevant laws, regulations, disciplinary standards, ethics guidelines and institutional policies related to responsible research conduct. Ensure that appropriate approvals are obtained prior to the commencement of research, and that conditions of any approvals are adhered to during the course of research.
R18	Ensure that the ethics principles of research merit and integrity, justice, beneficence and respect are applied to human research.
R19	Engage with Aboriginal and Torres Strait Islander peoples and respect their legal rights and local laws, customs and protocols
R20	Ensure that the 3Rs (Replacement, Reduction and Refinement) are considered at all stages of research involving animals and minimise the impacts on animals used in research and in so doing support the welfare and wellbeing of these animals
R21	Adopt methods appropriate to the aims of the research and ensure that conclusions are justified by the results.
R22	Retain clear, accurate, secure and complete records of all research including research data and primary materials. Where possible and appropriate, allow access and reference to these by interested parties.
R23	Disseminate research findings responsibly, accurately and broadly. Where necessary, take action to correct the record in a timely manner.
R24	Disclose and manage actual, potential or perceived conflicts of interest
R25	Ensure that authors of research outputs are all those, and only those, who have made a significant intellectual or scholarly contribution to the research and its output, and that they agree to be listed as an author
R26	Acknowledge those who have contributed to the research.
R27	Cite and acknowledge other relevant work appropriately and accurately.
R28	Participate in peer review in a way that is fair, rigorous and timely and maintains the confidentiality of the content.
R29	Report suspected breaches of the Code to the relevant institution and/or authority

CRITERIA		Concerning Academic Misconduct	Serious Academic Misconduct
<b>Form or extent of the conduct</b>		Student conduct which by its form or extent represents a <b>moderate or concerning breach</b> of academic integrity	Student conduct which by its form or extent represents a <b>significant or serious breach</b> of academic integrity
<b>EXAMINATIONS CONDUCT</b>	<i>Indicative examples</i>	<ul style="list-style-type: none"> <li>• Had access to, or use of, unauthorised written notes, printed reference material or an electronic device</li> <li>• Copied, or attempted to copy, from another Student on one occasion</li> <li>• Communicated, or attempted to communicate, with another Student on one occasion</li> <li>• Disobeyed the instructions of an Invigilator</li> </ul>	<ul style="list-style-type: none"> <li>• Used, or attempted to use, unauthorised written notes, printed reference material or an electronic device</li> <li>• Copied, or attempted to copy, from another Student on multiple occasions in the same Examination</li> <li>• Accessed, or attempted to access, assistance via systematic or sophisticated/technological means</li> <li>• Communicated, or attempted to communicate, with another Student, on multiple occasions in the same Examination or via systematic or sophisticated/technological means</li> <li>• Impersonated another Student or allowed a third party to impersonate them in the Examination</li> <li>• Falsified Student ID for Examination purposes</li> </ul>
<b>Intent of Student</b>		The conduct was due to negligence or recklessness where the issue should have been foreseen; or an intent to gain advantage	The conduct was due to a deliberate and planned attempt to gain advantage where otherwise marks would not have been awarded
<b>Impact of conduct</b> <i>Assessment integrity and University reputation</i>		Student’s ability may be unclear as work, to some extent, relies on that of others or an unfair advantage to address learning outcomes	Student’s ability is not demonstrated as work relies largely or entirely on that of others; or Student’s conduct has the potential to more broadly undermine assessment integrity or impact the reputation of the University

	Concerning Academic Misconduct		Serious Academic Misconduct	
<b>OUTCOME/S</b>	<p><b>First offence of <u>Academic Misconduct</u> ^</b>  <i>One or more of the following</i></p> <ul style="list-style-type: none"> <li>• Give the Student a written warning</li> <li>• Require the Student to engage in educational interventions</li> <li>• Deduct marks from the relevant Examination</li> <li>• Disallow all marks for the relevant Examination</li> <li>• Require the Student to complete another Examination (only in cases involving <i>extreme</i> extenuating personal circumstances)</li> </ul> <p><b>Second offence of <u>Academic Misconduct</u> ^</b>  <i>Optional</i></p> <ul style="list-style-type: none"> <li>• Require the Student to engage in educational interventions</li> <li>• (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><i>Mandatory (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Disallow all marks for the relevant Examination</li> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit</li> </ul> <p><b>Third or subsequent offence of <u>Academic Misconduct</u> *</b>  <i>Optional (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Disallow all marks for the relevant Examination</li> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit</li> <li>• (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><i>Mandatory</i></p> <ul style="list-style-type: none"> <li>• Suspend the Student from the University, for no more than twelve months; or</li> <li>• Expel the Student from the University</li> </ul>		<p><b>First offence of <u>Academic Misconduct</u></b>  <i>Optional</i></p> <ul style="list-style-type: none"> <li>• Require the Student to engage in educational interventions</li> <li>• (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><i>Mandatory (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Deduct marks from the relevant Examination</li> <li>• Disallow all marks for the relevant Examination</li> <li>• Require the Student to complete another Examination (only in cases involving <i>extreme</i> extenuating personal circumstances)</li> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit</li> <li>• Suspend the Student from the University, for no more than twelve months</li> <li>• Expel the Student from the University</li> </ul> <p><b>Second or subsequent offence of <u>Academic Misconduct</u></b>  <i>Optional (one or more of the following)</i></p> <ul style="list-style-type: none"> <li>• Disallow all marks for the relevant Examination</li> <li>• Record a Fail (or Undifferentiated Fail) for the relevant Unit</li> <li>• (Past students) Recommend rescission of award or other relevant University qualification</li> </ul> <p><i>Mandatory</i></p> <ul style="list-style-type: none"> <li>• Suspend the Student from the University, for no more than twelve months; or</li> <li>• Expel the Student from the University</li> </ul>	
<b>DESIGNATED OFFICER</b>	<p><i>Central Examination</i></p> <p><b>^ Director, Student Administration</b></p> <p><b>* Panel:</b> Director, Student Administration and Director, Student Life</p>	<p><i>School Examination</i></p> <p><b>^ ADTL</b></p> <p><b>* Panel:</b> ADTL, Nominated Senior Academic, and Manager, Learning Support (or nominee)</p>	<p><i>Central Examination</i></p> <p><b>Panel:</b> Director, Student Administration and Director, Student Life</p>	<p><i>School Examination</i></p> <p><b>Panel:</b> ADTL, Nominated Senior Academic, and Manager, Learning Support (or nominee)</p>



Type	Academic Breach	Concerning Academic Misconduct	Serious Academic Misconduct
<b>Coursework Units (Undergraduate and Postgraduate)</b>	Unit Coordinator	<p><i>First/second offence:</i> Associate Dean (Teaching and Learning)</p> <p><i>Third/subsequent offence:</i> Panel - Associate Dean (Teaching and Learning), Nominated Senior Academic, and Manager, Learning Support</p>	Panel - Associate Dean (Teaching and Learning), Nominated Senior Academic, and Manager, Learning Support
<b>Research, Thesis or Thesis Units (Bachelor Honours Degree and above)</b>			
Pre-submission of thesis	Unit Coordinator	<p><i>First offence:</i> Associate Dean (Research) or GRS equivalent</p> <p><i>Second/subsequent offence:</i> Panel - Quorum of 3 / Max 4 of: ADR or GRS equivalent, Nominated Senior Academic, Manager, Learning Support, and Manager, Research Governance (or nominee)</p>	Panel - Quorum of 3 / Max 4 of: ADR or GRS equivalent, Nominated Senior Academic, Manager, Learning Support, and Manager, Research Governance (or nominee)
Post-submission of thesis	Unit Coordinator	<p><b>Doctoral Degree or Masters by Research:</b> <i>First offence:</i> Dean, Graduate Research School</p> <p><i>Second/subsequent offence:</i> Panel - Quorum of 3 / Max 4 of: Dean, GRS, Nominated Senior Academic, Manager, Learning Support, and Manager, Research Governance (or nominee)</p> <p><b>Bachelor Honours Degree, Masters by Coursework, or Other:</b> <i>First offence:</i> Associate Dean (Research) or GRS equivalent</p> <p><i>Second/subsequent offence:</i> Panel - Quorum of 3 / Max 4 of: ADR or GRS equivalent, Nominated Senior Academic, Manager, , Learning Support, and Manager Research Governance (or nominee)</p>	<p><b>Doctoral Degree or Masters by Research:</b> Panel - Quorum of 3 / Max 4 of: Dean, GRS, Nominated Senior Academic, Manager, Learning Support, and Manager, Research Governance (or nominee)</p> <p><b>Bachelor Honours Degree, Masters by Coursework, or Other:</b> Panel - Quorum of 3 / Max 4 of: ADR or GRS equivalent, Nominated Senior Academic, Manager, Learning Support, and Manager, Research Governance (or nominee)</p>
<b>Examinations</b>		<p><b>Central Examination</b> <i>First/second offence:</i> Director, Student Administration</p> <p><i>Third/subsequent offence:</i> Panel - Director, Student Administration and Director, Student Life</p> <p><b>School or Teaching Area based</b> <i>First/second offence:</i> Associate Dean (Teaching and Learning)</p> <p><i>Third/subsequent offence:</i> Panel - Associate Dean (Teaching and Learning), Nominated Senior Academic, and Manager, Learning Support</p>	<p><b>Central Examination</b> Panel - Director, Student Administration and Director, Student Life</p> <p><b>School or Teaching Area based</b> Panel - Associate Dean (Teaching and Learning), Nominated Senior Academic, and Manager, Learning Support</p>