



Academic Misconduct Policy

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Definitions (if required):	
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Date of Revision:	3 July 2013
Purpose:	The purpose of this policy is to set out the EIT's attitude to academic honesty and the consequences resulting from failing to adhere to these expectations.
Scope:	This policy is relevant for all EIT students and staff.
Overview:	The EIT regards academic honesty as the foundation of teaching, learning, and research and scholarship. It requires its academic staff and students to observe the highest ethical standards in all aspects of academic work. The Institute demonstrates its commitment to these values by awarding due credit for honestly conducted scholarly work, and by penalising academic dishonesty and all forms of cheating.
Essential Supporting Documents:	
Related Documents:	<ul style="list-style-type: none">- Quality Training & Assessment Policy- The EIT Ethics Statement- Academic Honesty Policy- Student Code of Conduct- Student Complaints, Grievances and Appeals Policy- Student Complaints, Grievances and Appeals Procedure



1. Plagiarism

This refers to the reproduction of someone else's words, ideas or findings and presenting them as your own ideas without proper acknowledgement and includes:

- Direct copying or paraphrasing from someone else's published work (either electronic or hard copy) without acknowledging the source
- Using facts, information and ideas derived from a source without acknowledgement
- Assisting another person to commit an act of plagiarism
- Submit a paper to be graded or reviewed that you have not written on your own.
- Copy answers or text from another classmate and submit it as your own.
- Quote or paraphrase from another paper without crediting the original author.
- Cite data without crediting the original source.
- Propose another author's idea as if it were your own.
- Fabricating references or using incorrect references.
- Submitting someone else's presentation, program, spreadsheet, or other file with only minor alterations.

2. Cheating

This is taken to include producing assignments (required explicitly or implicitly to be independently produced) in collaboration with and/or using the work of other people

3. Student Responsibility for Academic Integrity

When students submit any piece of work they are agreeing that:

- The work is their own work or the work of the group
- They may be subject to student discipline processes in the event of an act of academic misconduct - an act of plagiarism or cheating.
- They further grant to the EIT or any third party so authorised the right to reproduce and/or communicate (make available online or electronically transmit) the work submitted by that student for the purpose of detecting plagiarism.

The EIT regards plagiarism and cheating as serious misconduct. While the Institute encourages students to communicate with each other and share ideas and experiences, all assignments (other than specifically denoted group assignments) must be completed independently.

Any established instance of plagiarism or cheating will result in the determination of a penalty in consultation with all relevant academic and administrative staff.

4. Penalties for Academic Misconduct

The available penalties may include one or more of the following:

1. The student will need to redo the relevant assessment component with a different set of questions.
2. The student is assessed as "Not yet competent" for the Module/Unit
3. Exclusion from a Course with the option to re-enroll at a future date.
4. Withdrawal of an awarded qualification.



A student who has been judged to have committed an act of misconduct can appeal the penalty decision in the following ways:

1. A written appeal to the Course Coordinator or E-learning manager.
2. If the first option fails, then an appeal in writing to the Dean and/or the Academic Board, who will make a recommendation to the Governance board for their deliberation.
3. The final decision will rest with the Governance board.
4. If a student is still unhappy with the decision, they make appeal to an external party, such as:
 - a. An arbitrator from the relevant State Ombudsman's Office in the case of students who reside in Australia.
 - b. An arbitrator from the office of the Overseas Students Ombudsman in the case of students who do not reside in Australia;
 - c. An academic member of staff who can mediate or arbitrate based in a local university in the country in which the student resides;
 - d. The Administrative Appeals Tribunal can provide an independent review in certain circumstances for students residing in Australia.