

Version	2.0
Short description	This procedure outlines the framework for managing cases of alleged Academic Misconduct.
Relevant to	All Higher Education (HE) and Vocational Education and Training (VET) students; and graduates. All academic staff and all other staff involved in managing alleged breaches of academic integrity.
Authority	Academic Board
Policy owner	Vice-Chancellor
Responsible office	Office of the Provost
Date approved	11 October 2023
Date effective	1 January 2024
Review due	September 2024
Related Avondale documents	Academic Integrity Policy Research Code of Conduct Student Charter
Related legislation	Higher Education Standards Framework (Threshold Standards) 2021 National Code of Practice for Providers of Education and Training to Overseas Students 2018 Privacy Act 1988
Key words	academic integrity, assessment, cheating, exam, learning, misconduct, plagiarism, referencing, student, Turnitin

1. PURPOSE

- 1.1 This procedure supports the Academic Integrity Policy by outlining Avondale University's (Avondale's) processes for the administration and resolution of cases of alleged student Academic Misconduct.
- 1.2 The purpose of this procedure is to provide a framework for a fair and equitable process which enables student Academic Misconduct to be addressed in a timely and responsive manner.

2. SCOPE

- 2.1 This procedure applies to:
 - a) all Higher Education and Vocational Education and Training (VET) students;
 - b) graduates;
 - c) all academic and professional staff in relation to the promotion of Academic Integrity and the detection and management of alleged student Academic Misconduct.
- 2.2 Misconduct includes, but is not limited to, the matters listed in Section 5.
- 2.3 This procedure does not apply to:
 - a) cases of alleged non-Academic Misconduct (which are covered by the Student Misconduct Policy and Procedure (Non-Academic));
 - b) Higher Degree Research (HDR) candidates (who are covered by the Research Code of Conduct); and
 - c) unsatisfactory course progress (which is covered by the Academic Progression Policy and Rules).
- 2.4 Artificial intelligence (AI) and digital assistance tools can only be used in the preparation of an assessment task where prior approval has been given by the lecturer responsible for the unit.

3. DEFINITIONS

- 3.1 **Academic Integrity:** involves undertaking academic activity in a manner which ensures that information and ideas are generated and communicated with honesty, trust, fairness, respect, and responsibility.
- 3.2 **Academic Misconduct:** any conduct whether undertaken intentionally or unintentionally that attempts or succeeds to obtain an unfair academic advantage for the student, or an unfair academic advantage or disadvantage for another student.
- 3.3 **Appeal:** a request for a decision to be reviewed.
- 3.4 **Educative Assistance:** services and resources provided by Avondale to help students improve their academic skills.
- 3.5 **Encumbrance:** a block placed on a student's access to certain Avondale services as a result of an issue including unpaid fees, missing information, unreturned resources, failure to complete the Academic Integrity Module or disciplinary proceedings.
- 3.6 **Exclusion:** the situation where it has been determined that a student's enrolment in a course, or at Avondale, will be discontinued as a result of serious misconduct or unsatisfactory academic progress. Also referred to as termination of enrolment.

- 3.7 **Level 1 Academic Misconduct:** all second or subsequent instances of Poor Academic Practice will be classified as Level 1 Academic Misconduct. Level 1 Academic Misconduct also includes other misconduct that would not meet the criteria for a Level 2 breach. It may include, but is not limited to, plagiarism, self-plagiarism, or collusion. Level 1 Academic Misconduct cannot be explained by inexperience or a lack of knowledge regarding Academic Integrity.
- 3.8 **Level 2 Academic Misconduct:** a more serious breach of Academic Integrity than Level 1 Academic Misconduct. Contract cheating or any misconduct in examinations will always be investigated as alleged Level 2 Academic Misconduct. Level 2 Academic Misconduct may also include, but is not limited to, cheating in any form of assessment, falsification of a document, plagiarism of large sections of an assessment task or where there is evidence of a deliberate intention to disguise any misconduct. A second or subsequent incidence of any Level 1 breach will be considered to be Level 2 Academic Misconduct.
- 3.9 **Poor Academic Practice:** an unintentional failure to meet academic integrity requirements due to lack of familiarity with academic writing conventions and/or poor referencing or paraphrasing practice. The student must not have attempted to hide or disguise the failure and any advantage to the student would not have been significant.
- 3.10 **Procedural Fairness:** (also called ‘natural justice’) the basic principles considered central to fair decision-making which can be summarised as follows:
- the opportunity for all parties to be heard;
 - the respondent having full knowledge of the nature and substance of the allegation;
 - the right to an independent unbiased decision-maker; and
 - a decision based solely on the evidence provided.
- 3.11 **Staff:** all full-time, part-time, fixed-term or casual employees of Avondale.
- 3.12 **Student** for the purpose of this Procedure:
- a person who is enrolled in a course or unit of study at Avondale;
 - a person who was enrolled at the time of the alleged misconduct; and
 - this extends to any student on a leave of absence or suspension from, or intermission in a course or unit of study.
- 3.13 **Support Person:** a person selected by the student to provide moral and practical support to them, but not to act as their advocate. Such a Support Person may not be a person who was, or may be perceived to be involved in, or associated with the allegation. They must not be a legal practitioner unless permitted in writing by Avondale.
- 3.14 **Turnitin:** a web-based tool through which assessment items can be submitted to allow a text-matching service. The software compares the submitted work against various sources including the Internet, published works and previous submissions.
- 3.15 **Working Day:** any day other than:
- Saturday and Sunday;
 - any public holiday which is observed by Avondale; and
 - Avondale’s nominated Christmas and New Year shut down period.

4. ACADEMIC INTEGRITY DECLARATION

- 4.1 When submitting any assessment item electronically, students are required to make a declaration of academic integrity as part of the submission process. For hard copy or non-text-based assessment items, a cover page must be signed and attached to the submission. The declaration will state:

ACADEMIC INTEGRITY DECLARATION

By checking the box below: I certify that this assessment item is my own work and is free from any form of academic misconduct. I understand that the assessment item may be checked for plagiarism by electronic or other means and may be transferred and stored in a database for the purposes of data- matching to help detect plagiarism. The assessment item has not previously been submitted in any other unit or to any other institution.

Agree

It is strongly advised that every student reads the *Academic Misconduct Procedure: Student Guidelines* which is located with this procedure in the Policy Repository.

5. ACADEMIC MISCONDUCT

Academic Misconduct includes, but is not limited to:

- 5.1 **Plagiarism:** Use of another person's work as one's own, either intentionally or unintentionally. This includes original work of the author or creator such as ideas, words, designs, code, or other work used without appropriate acknowledgement. Content generated by AI or digital assistance is covered under contract cheating.
- 5.2 **Self-plagiarism:** Unacknowledged use of material that a student has previously submitted for a different assessment task. It may also be referred to as recycling or resubmission. It may be part or all of the assessment item. Where a student is repeating a unit, they should seek permission from the Unit Coordinator before resubmitting in whole or part, the same assessment work.
- 5.3 **Contract cheating:** Submitting work with content which is not the student's own and representing it as if it were, unless authorised by your lecturer. This includes work:
- i. acquired from a commercial service, whether pre-written or specifically prepared for the student;
 - ii. acquired from a third party, including but not limited to a friend, family member, fellow student or staff member;
 - iii. generated by an algorithm, computer generator or other artificial intelligence source.

Contract cheating may or may not involve payment by the student. It includes circumstances where a student submits work which they may have edited themselves but which was substantially the work of another person or source.

- 5.4 **Collusion:** Unauthorised collaboration or cooperation with one or more other students to complete an assessable task in whole or in part where the assessment item was set by the Unit Coordinator as an individual assessment task. Assessment tasks which were set

as group assessment items are excluded from the definition of collusion. Collusion includes preparation, significant editing, or presentation of the work. Proofreading that identifies changes to formatting, grammar or style that does not alter the substantive content of the assessable work is not collusion and is allowable.

- 5.5 **Cheating:** Using any method to attempt or succeed in gaining an unfair or unjustified advantage. Cheating may occur in examinations or other assessable tasks such as tests, quizzes, practical evaluations, or other assessment formats, whether undertaken in person or online.
- 5.6 **Fabrication and Falsification:** The deliberate creation or alteration of material including, but not limited to, experimental data, observations, survey outcomes, quotes, or references.
- 5.7 **False documentation:** Fraudulent signatures or untrue or misleading information on any document.
- 5.8 **Impersonation:** Assuming the identity of another person or allowing an individual to assume one's own identity for the purpose of completing or attempting to complete an examination, assessment task or unit requirement.
- 5.9 **Misrepresentation:** Acting or assisting another person to act dishonestly with respect to an assessment task. This includes but is not limited to providing false or misleading information or failing to disclose relevant information. Depending on the situation, this misconduct may also be subject to the Student Misconduct Procedure (Non-Academic).
- 5.10 **File sharing:** Actions that support illegal contract cheating services. This includes uploading completed assessment tasks or teaching materials such as, but not limited to, practice examinations, lecture slides or assessment item questions.

6. IDENTIFICATION OF ALLEGED ACADEMIC MISCONDUCT OR POOR ACADEMIC PRACTICE

- 6.1 All text-based assessment items are required to be submitted via Turnitin unless explicitly waived by the School Committee because the nature of the assessment task is not suitable for that form of submission.
- 6.2 Students may use Turnitin prior to the final submission of their assessment task to check and improve their work.
- 6.3 Assessment items which are submitted without the signed Academic Integrity Declaration will not receive a mark until the declaration is submitted.
- 6.4 It is the responsibility of markers to actively identify cases of alleged Poor Academic Practice or Academic Misconduct
- 6.5 Markers who are not the Unit Coordinator for that unit and who suspect Poor Academic Practice or Academic Misconduct will consult the Unit Coordinator as soon as possible.
- 6.6 If the Unit Coordinator considers it to be a possible case of Poor Academic Practice or Academic Misconduct or identifies a possible case in their own marking, they will contact the Course Convenor as soon as possible, providing all relevant documentation and information. The Course Convenor will undertake a preliminary assessment of the case and determine whether it should be:
 - dismissed;
 - managed as a case of Poor Academic Practice; or

- investigated as a case of alleged misconduct.
- 6.7 The Course Convenor will inform the Unit Coordinator, and if relevant the marker, of the decision.
- 6.8 If the case is not dismissed, the Course Convenor will complete the Academic Integrity Review Form and forward this to the Faculty Officer/Campus Manager with the relevant accompanying documentation normally within 5 working days of being made aware of the case.

7. POOR ACADEMIC PRACTICE

- 7.1 Poor Academic Practice is an unintentional failure to meet academic integrity requirements due to lack of familiarity with academic writing conventions and/or poor referencing or paraphrasing practice. The student must not have attempted to hide or disguise the failure and any advantage to the student would not have been significant.
- 7.2 If the Course Convenor identifies a case of Poor Academic Practice, they will:
- complete the Academic Integrity Review Form and send this to the Faculty Officer/Campus Manager normally within 5 working days; and may
 - optionally provide Educative Assistance to the student.
- 7.3 The Faculty Officer/Campus Manager will record the case and check if this is the first or a repeat instance by the student.
- 7.4 A second or subsequent instance of Poor Academic Practice by the student is classified as alleged Level 1 Academic Misconduct and will be managed through the process described in Sections 10 and 11.
- 7.5 A student may be alleged to have engaged in Poor Academic Practice in multiple assessment items or situations within a short period of time that may result in concurrent investigations. Where this situation occurs, if the student has not been notified of the outcome of the first investigation (for example a requirement for Educative Assistance) then the second or subsequent allegations will be classified as possible first-time offences, rather than repeat offences, with respect to the determination of escalation to a higher committee.
- 7.6 In the case of a first instance of Poor Academic Practice by the student:
- the Faculty Officer/Campus Manager will email the student normally within 5 working days of receiving the Academic Integrity Review Form, including that the student must follow instructions from the Library for Educative Assistance by a specific date;
 - the Faculty Officer/Campus Manager will send the above information to the Library;
 - if the student does not undertake the required Educative Assistance program (which includes but is not limited to AIM2Improve) prior to the specified date, the Library will report this back to the Faculty Officer/Campus Manager. The Faculty Officer/Campus Manager will then email the student explaining the consequences of not completing the Educative Assistance. This may include an Encumbrance or restriction being applied to their record which may prevent the release of their assessment item marks or unit grades/marks or have other limitations including re-enrolment.

8. ACADEMIC SUPPORT SERVICES

Academic Integrity Module

- 8.1 Students are required to satisfactorily complete the online Academic Integrity Module (AIM) within two weeks of their course commencement. Satisfactory completion is defined as achieving 100% for the quiz questions. Students may repeat the quiz as many times as necessary to achieve this outcome. A certificate of completion is automatically generated when a result of 100% is achieved for the quiz.
- 8.2 Students who do not satisfactorily complete the Academic Integrity Module in the required period will have an Encumbrance or restriction applied to their record which may prevent the release of their assessment item marks or unit grades/marks or have other limitations imposed. The Encumbrance or restriction will be lifted only when there is evidence that the AIM has been satisfactorily completed.

Other Services

- 8.3 In its commitment to building scholarly confidence in students, Avondale makes several Academic Support Services available as Educative Assistance. These include in-person and online tutoring, feedback, and Librarian help services, which provide support with academic writing, research, referencing, and academic integrity skills. Students should contact the Library to access these services.
- 8.4 Students should be directed to the Library to access the available Academic Support Services at the first instance of risks.

9. GROUP PROJECTS

- 9.1 Students may be required to work cooperatively with other students in group work activities to explore the concepts later required for submission as assessment items. In such cases, it is acknowledged that the ideas may be similar, but from these initial ideas, students must develop their own independent work.
- 9.2 Students who have worked collaboratively in a group must acknowledge the other members of the group and indicate this on the cover page of the assessment item. The cover page should include an acknowledgement of the names of the other group members.
- 9.3 Alternatively, students may be required to work together and submit an assessment item that represents the work of the group. In these cases, the assessment item is submitted as a joint assessment item. Usually only one copy of the assessment item should be submitted, and the assessment item should include the names of both/all contributors. Unless the Unit Information states otherwise, a single mark will be awarded, and an identical mark will be recorded for all contributors.
- 9.4 Students who work on group projects and incorrectly ascribe authorship, other than in the ways indicated above, will be suspected of Academic Misconduct and managed according to the process in Sections 10 and 11. This may involve either an individual student or several or all of the group members.

10. MANAGEMENT OF CASES OF ALLEGED ACADEMIC MISCONDUCT

- 10.1 The process for management of cases of alleged Academic Misconduct is outlined in the workflow diagram which is located with this procedure in the Policy Repository.

- 10.2 On receipt of the Academic Integrity Review Form from the Course Convenor, the Faculty Officer/Campus Manager will record the case and check if this is the first or a repeat instance of Academic Misconduct by the student. In addition, the Faculty Officer/Campus Manager will check whether the student is subject to any concurrent investigations. This information will be added to the Academic Integrity Review Form by the Faculty Officer/Campus Manager.
- 10.3 A student may be alleged to have breached Academic Integrity in multiple assessment items or situations within a short period of time that may result in concurrent investigations. Where this situation occurs, if the student has not been notified of the outcome of the first investigation, then the second or subsequent allegations will be classified as possible first-time offences, rather than repeat offences, with respect to the determination of escalation to a higher committee/authority.
- 10.4 In consultation with the Faculty Officer/Campus Manager, the Course Convenor will assemble any additional relevant information or evidence required for consideration by the School Investigative Committee. This will normally be completed within 5 working days of receiving the Academic Integrity Review Form.

11. SCHOOL INVESTIGATIVE COMMITTEE

- 11.1 A meeting of the School Investigative Committee is required in all cases of suspected Academic Misconduct and second or subsequent cases of Poor Academic Practice.
- 11.2 The Terms of Reference for the School Investigative Committee can be found together with this procedure in the Policy Repository.
- 11.3 The committee is comprised of the Unit Coordinator and the Course Convenor, who will chair the meeting. In cases where the Course Convenor is the Unit Coordinator, the Head of School will be included on the committee and will chair the meeting.
- 11.4 In addition, a second Unit Coordinator may be included on the committee if the Chair considers this to be advisable.

Process

- 11.5 The Faculty Officer/Campus Manager will notify the student in writing of the nature of the allegation and provide the student with a summary of the evidence as well as a link to this procedure. The student will be informed that they are required to attend a meeting of the School Investigative Committee, normally giving at least five working days' notice of the date, time and place of the meeting and the names of the staff who will be in attendance. The student will be given the option to be accompanied by a Support Person.
- 11.6 Where a student fails to respond within the prescribed time period, the Committee will proceed to determine the case in the absence of the student's response.
- 11.7 The Investigative Meeting should not be held at a time which might interfere with a student's revision or examination performance.
- 11.8 In cases of collusion, students should be interviewed separately.
- 11.9 The Faculty Officer/Campus Manager should be present to take the Minutes of the meeting.
- 11.10 The Chair should conduct the meeting as follows:
 - explain the purpose of the meeting and provide the evidence;

- allow the student to offer an explanation;
- cite the context of the Academic Integrity Procedure as referenced in the Unit Information; and
- cite the student's Declaration of Academic Integrity submitted with their assessment item (refer to Section 4).

11.11 The School Investigative Committee will:

- collate all relevant evidence of Academic Misconduct;
- in the case of plagiarism, determine the extent of the candidate's own work and to identify any unattributed sources;
- provide an opportunity for the student to make their case to the committee;
- ensure Procedural Fairness;
- decide the outcome of the allegation;
- apply any relevant penalty for a Level 1 offence; and
- escalate the case to the Academic Discipline Committee if appropriate.

11.12 This process will normally be completed within 10 working days from the date that the Chair of the School Investigative Committee receives the allegation from Faculty Officer/Campus Manager.

11.13 The Minutes of the meeting and the documentary evidence of Academic Misconduct together with the assessment task (which includes the clearly identified areas of Academic Misconduct) are to be filed with the Student Administration Services office.

Outcomes

11.14 After consideration of all the evidence, the School Investigative Committee may:

- dismiss the allegation;
- determine that the case is a first-time incident of Poor Academic Practice rather than being Academic Misconduct. In this situation the case will be referred back to the Faculty Officer/Campus Manager for action (refer Section 7);
- determine that the case is a first-time incident of Level 1 Academic Misconduct. The Committee will then apply an appropriate penalty (refer Section 14); or
- determine that the case is suspected of being Level 2 Academic Misconduct. The Committee will then refer the case to the Director, Student Administration Services for consideration by the Academic Discipline Committee with the following supporting evidence:
 - the Minutes of the Investigative Meeting;
 - the submitted work with the relevant sections highlighted as well as any other evidence compiled;
 - [in cases of plagiarism] a copy of the original material from which the work was allegedly plagiarised;
 - [in cases of collusion] all relevant material which gave rise to the allegation of collusion;

- the relevant Unit Information document providing specific details/requirements of the assessment task;
- confirmation that the online Academic Integrity Declaration was ticked or for non-electronically submitted work, an Academic Integrity Declaration form was submitted with the assessment item;
- confirmation as to whether AIM and/or AIM2Improve has been completed previously; and
- any additional information or mitigating evidence provided by or on behalf of the student.

11.15 If the committee is unable to come to a consensus on the matter, then the Chair will make the final decision, having established the views of all members.

11.16 The Committee Chair will provide a written statement of the outcome to the student normally within 3 days of the Committee meeting and provide a copy of the outcome to Student Administration Services to be filed with the student's records.

11.17 The outcome is noted by the Faculty Officer/Campus Manager in the Student Management System as an Academic Integrity note.

12. ACADEMIC DISCIPLINE COMMITTEE

12.1 The Terms of Reference for the Academic Discipline Committee can be found together with this procedure in the Policy Repository.

12.2 The committee is comprised of the Director, Student Administration Services (who will chair the meeting), a Head of School from a different school to that in which the student is studying and a Course Convenor who has not previously been involved in the management of the allegation.

Process

12.3 The Director, Student Administration Services will convene the Academic Discipline Committee and present all the documentary evidence.

12.4 A minute-taker, other than the designated members, should be present to take the Minutes of the meeting.

12.5 The Academic Discipline Committee will:

- consider all of the documentary evidence;
- undertake such further investigation of the case as is considered appropriate;
- provide the student with the opportunity to submit additional information in writing. However, the student's submission should not simply consist of a re-submission of the information presented to the School Investigative Committee; and
- make a determination regarding the alleged misconduct.

12.6 This process will normally be completed within 7 working days from the date that the Director, Student Administration Services receives the referral from the School Investigative Committee.

12.7 The Minutes of the meeting and the documentary evidence of Academic Misconduct together with the assessment task (which includes the clearly identified areas of Academic Misconduct) should be filed in the Student Administration Services office.

Outcomes

12.8 After consideration, the Academic Discipline Committee may:

- dismiss the allegation;
- determine that the case is Poor Academic Practice rather than Academic Misconduct. In this situation the case will be referred back to the Faculty Officer/Campus Manager for action;
- determine that the case of Academic Misconduct is proven. The Committee will then apply an appropriate Level 1 or Level 2 penalty (refer to Section 14); or
- determine that a penalty which may only be imposed by the Provost could be warranted and refer the case to the Provost (refer to Section 14.3.c).

12.9 If the committee is unable to come to a consensus on the matter, then the Chair will make the final decision, having established the views of all members.

12.10 The Director, Student Administration Services will provide a written statement of the outcome to the student normally within 3 working days of the Academic Discipline Committee meeting with a copy provided to the relevant Course Convenor, Unit Coordinator and School Administrative Assistant.

12.11 The outcome is noted by the Director, Student Administration Services in the Student Management System as an Academic Integrity note.

13. ACADEMIC MISCONDUCT IDENTIFIED AFTER GRADUATION

With the approval of the Vice-Chancellor, Avondale may revoke a graduate's degree where there is subsequent evidence that the graduate committed Academic Misconduct in an assessment task associated with requirements for that course.

14. PENALTIES

14.1 Where it is determined that a penalty is appropriate, it will be applied in accordance with the following principles:

- a) to include an educative process;
- b) to penalise the behaviour in a manner which is fair and just; and
- c) to protect and maintain standards of academic integrity within Avondale.

14.2 In determining any penalty, the following factors must be considered:

- a) nature and extent of the misconduct;
- b) student's history of Academic Misconduct;
- c) student's knowledge, understanding and exposure to accepted academic practices;
- d) degree of advantage gained or potentially gained;
- e) any explanations and mitigating circumstances provided by the student; and
- f) penalties imposed in previous cases involving similar misconduct, with a view to maintaining overall consistency in penalties.

14.3 Where a student is found to have committed Academic Misconduct, one or more of the following penalties may be imposed:

- a) by the School Investigative Committee or the Academic Disciplinary Committee for Level 1 Misconduct:
 - i. a decrease in the mark for the assessment item;
 - ii. failure in the assessment item;
 - iii. a mark of zero for the assessment item;
 - iv. a requirement that the student write a reflection on the act of Academic Misconduct; or
 - v. a requirement that the student undertake Educative Assistance.
- b) by the Academic Disciplinary Committee for Level 2 Misconduct:
 - i. any of the penalties available for Level 1 Misconduct;
 - ii. failure of the unit: or
 - iii. imposition of limitations on the number of units in which the student may enrol in future semesters.
- c) by the Provost on the recommendation of the Academic Disciplinary Committee for Level 2 Misconduct:
 - i. any of the penalties available to the Academic Disciplinary Committee for Level 2 Misconduct;
 - ii. suspension from Avondale for a specific period of time; or
 - iii. exclusion from Avondale.

14.4 A student who does not complete the required penalty tasks (for example a written reflection and/or Educative Assistance such as Aim2Improve) may be subject to an Encumbrance on their results or re-enrolment.

14.5 A student may not withdraw from a unit to avoid an Academic Misconduct penalty which would result in a fail grade for the unit.

15. RECORDING

15.1 All findings of Academic Misconduct or Poor Academic Practice will be added to:

- the Student Management System; and
- the relevant Register of Academic Misconduct held by the Faculty Officer or Campus Manager.

15.2 The records will include the date, the relevant unit code and title, relevant semester of study and the nature and extent of the misconduct and the action taken including the penalty applied.

16. APPEALS

16.1 A student who is dissatisfied with the process undertaken to resolve an allegation of Academic Misconduct or the outcome determined following an investigation should refer to the Appeal Procedure (Academic).

17. CONFIDENTIALITY

17.1 Staff administering Academic Misconduct processes will take appropriate steps to ensure that confidential information is held securely, and only made available to those staff who need that information to make an informed decision, to refer a student for additional support, or take any other necessary action.

17.2 All information will be treated in accordance with the provisions of Avondale's Privacy Policy.

18. REPORTING

18.1 The Director, Student Administration Services, will submit an annual report on the number, nature and outcome of Academic Misconduct incidents, and any other relevant information (ensuring that all information is de-identified), to the Academic Board, highlighting trends and addressing risk and quality issues.

SUPPORTING DOCUMENTS (located with this procedure in the Policy Repository)

- Academic Discipline Committee Terms of Reference
- Academic Misconduct Procedure: Student Guidelines
- Process Workflow Diagram
- School Investigative Committee Terms of Reference

Table of amendments

Version Number	2.0	Replaces Version	1.0
Implementation Date	1 January 2024	Scheduled Review Date	September 2024
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Policy Owner	Provost	Date first introduced	14 June 2023
Short description of amendment	Title change from Academic Integrity Procedure (Students) to Academic Misconduct Procedure (Students). The process has been revised, the list of penalties expanded, and most sections reviewed and reformatted.		