

Appendix 1

EXAMPLE 1 - ACADEMIC MISCONDUCT

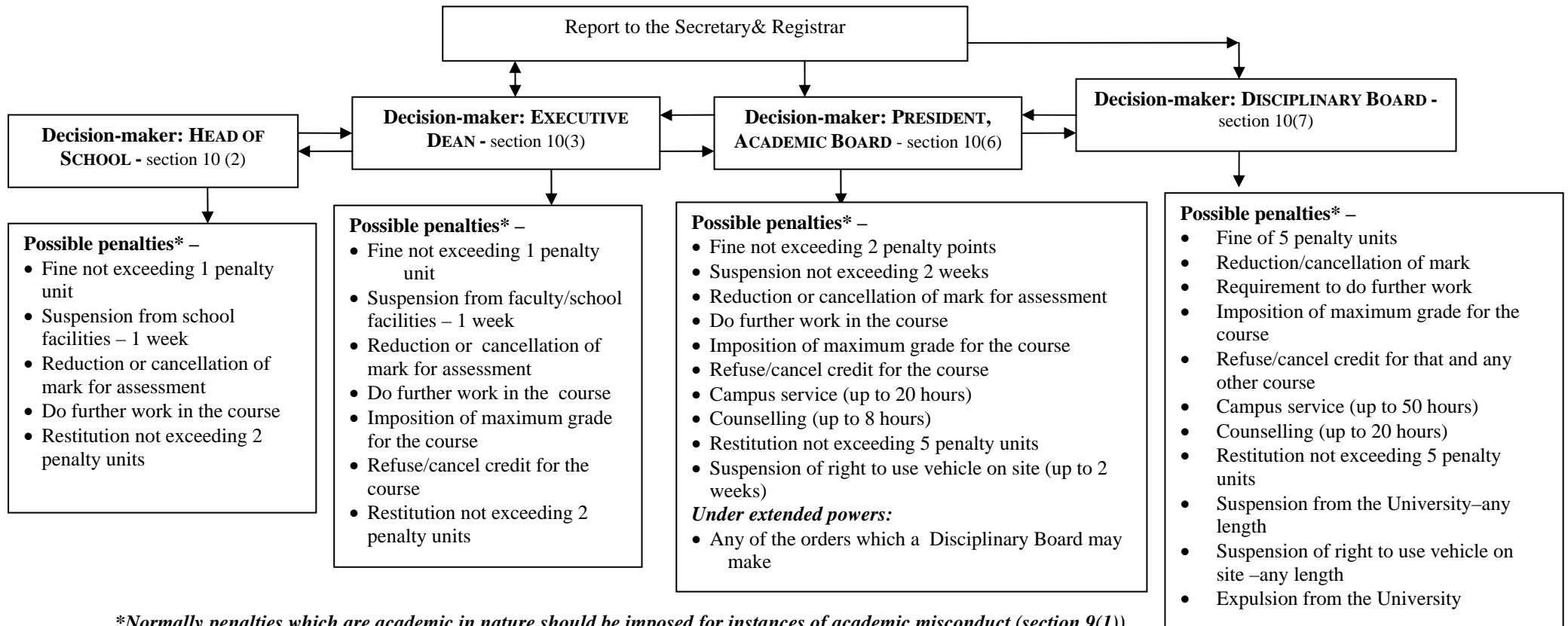
Example allegations:

- Cheating or doing anything which may assist a person to cheat, in relation to an assessment (Schedule 2(1))
- Making a false representation as to a matter affecting the student as a student (Schedule 2(2))

Examples of behaviour considered academic misconduct:

- Cheating in a School-based examination or assessment or central exam by way of bringing unauthorised material into an examination room, falsifying medical certificates for purpose of obtaining special examination; and/or sitting an examination under a false name and student identification number; and/or
- Cheating in a School-based assessment by knowingly plagiarising a piece of assessment; and/or
- Collaborating with another student about assessable work and presenting that as their own; and/or
- Intentionally falsifying results relating to a piece of assessment; and/or
- Assisting another student to cheat.

★ Cases involving serious misconduct or recidivists should be referred to a higher decision-maker as per chart below – if in doubt the matter should be referred to either the Academic Registrar or the Secretary and Registrar.



***Normally penalties which are academic in nature should be imposed for instances of academic misconduct (section 9(1))**

Appendix 1 cont'd

EXAMPLE 2 - NON-ACADEMIC MISCONDUCT

Example allegations:

- *Intentionally damaging or wrongfully dealing with property on a site or of the University (Schedule 2(8))*
- *Misuse of information technology facilities (including software) or communications facilities of the University (Schedule 2 (6))*
see Schedule 2 for a range of other definitions which may be used as appropriate

Examples:

- Deliberate destruction of library books or facilities;
- Gaining or assisting another person to gain unauthorised access to a facility; and/or
- Using a facility for an unauthorised purpose; and/or
- Unauthorised modification, transfer or deletion of any hardware, software or data
- Unlawful copying of software using a University facility or installing software on a University facility without authorisation
- Creating a disturbance or being disorderly on site;
- Harassment of a person in terms of the *Anti-Discrimination Act 1991*;
- Making a false statement in order to obtain a student loan;
- Intentionally damaging University property eg defacing or affixing a notice to part of a site; leaving litter; stealing;
- Using threatening, insulting or obscene language on a University site;
- Lighting a fire without permission;
- Disobeying a reasonable direction of a designated University officer;
- Failure to comply with a penalty order imposed as a result of misconduct.

★ *Cases involving serious misconduct or recidivists should be referred to the Secretary & Registrar – if in doubt, the matter should be referred to either the Academic Registrar or the Secretary and Registrar.*

