



Academic Misconduct Policy: Education and Counselling

Title: Academic Misconduct Policy: Education and Counselling
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Policy overview

All current and prospective students and staff of Morling College are entitled to:

- a) Know what constitutes academic misconduct; and
- b) Know what MC will do in cases of academic misconduct

Academic misconduct

MC is committed to pursuing the highest of standards in terms of academic honesty and integrity. Academic misconduct is considered a serious matter.

Definition

Academic misconduct can encompass any of the following:

- Taking unauthorised materials into an examination
- Cheating in an examination;
- Submitting work for an assessment knowing it to be the work of another person;
- Improperly obtaining knowledge of an examination paper and using that knowledge in the examination;
- Arranging for another person to do any aspect of assessment which the student submits as their own work;
- Failing to acknowledge the source of material in an assessment, including project of thesis work;
- Submitting any false documentation e.g. false qualification, false identification; false medical certificate.

Normal expectations

Students are expected to do all within their areas of responsibility to avoid academic misconduct as defined above. Examples of this include students:

- Always acknowledging the source of their ideas and expressions used in their written

work;

- Providing all appropriate documentation – failure to do so may constitute plagiarism (as defined above), which is subject to these rules of academic misconduct;
- Not improperly assisting other students in the writing of individual assessment tasks, such as providing written material to be copied;
- Avoiding submitting the same material for more than one subject for assessment in the award;

Normal consequences

- In the case of inadvertent academic dishonesty resulting from misunderstanding of academic conventions rather than deliberate deception, the marker shall deduct marks from the assessment and counsel the student concerning the appropriate academic requirements;
- Wilful academic misconduct may result in the student's exclusion from the award in which he or she is enrolled for a period of two years, the awarding of a fail grade for the whole subject of which the assessment is a part, the awarding of 0% for the assessment with or without the opportunity to resubmit the assignment;
- The decision of which part of the above will apply will be made by the respective Dean in consultation with the supervising academic staff member. The matter may be referred to the Academic Board if the circumstances warrant this action;
- All findings will be communicated to the student in writing. The reasons for the decision, with reference to this policy, will be given. The timing will be in the same time period as for normal marking. Any appeals can be undertaken by following the MC Grievance (Academic Matters) Policy.