

STUDENT MISCONDUCT

Student misconduct occurs when there is a breach of the UTS Student Rules, and can be deemed as either *academic* or *non-academic misconduct*. Examples of misconduct include, but are not limited to:

- cheating, attempting to cheat or helping another student to cheat
- plagiarism, including self-plagiarism
- misconduct in exams, including having unauthorised material
- fraud, falsely signing documents, forged signatures and false statements
- bullying, harassment, discrimination and inappropriate behaviour

The process for dealing with academic or non-academic misconduct is the same and involves being given a notice of the alleged misconduct; responding to the allegation; and may involve attending a formal hearing. Allegations of plagiarism are managed by the faculty, and all other student misconduct matters are managed by the university's Governance Support Unit.

Once you receive a notice of allegation, make an appointment with a Student Advocate who can advise you of your rights; give you information about the university procedures; and help you with your response. We are also able to accompany you to any meeting, hearing or appeal. Please note - we advise that you make your appointment with a Student Advocate AFTER you receive your notice of allegation as it is important to have all the information in order to provide accurate advice.

Whilst there is a pending allegation of misconduct against you, your student record may be blocked and the sanction code DMI (discipline misconduct inquiry) may appear on your 'My Student Admin'. As a result, you will not be able to access your results and enrol in subjects. Alternatively, if you have access to your grades, you may notice that you have a "W" (withheld) as a result for the subject. The "W" grade will remain until the misconduct matter is finalised. If you would like to access your results for subjects not related to the allegation (after the official release of results), or if you need the sanction to be lifted temporarily so that you can enrol in other subjects, please send an email to misconductandappeals@uts.edu.au with your request.

The misconduct process can be quite lengthy, and therefore you are encouraged to continue your studies, attend all your classes, tutorials, practicals, exams and submit all your assignments to ensure you continue your progress.

If you are experiencing any distress as a result of the misconduct, we encourage you to seek assistance from the UTS Counselling Service. They have professional counsellors who can provide you with personal support. To make an appointment, call 02 9514 1177, email student.services@uts.edu.au or visit their office on Level 6, Tower Building 1.

For further information, refer to Rule 16.2: <http://www.gsu.uts.edu.au/rules/student/section-16.html>.