

Monash University Policy

Policy Title	Student Academic Integrity Policy
Date Effective	15-June-2013
Review Date	05-June-2016
Policy Owner	Deputy Vice-Chancellor (Education)
Category	Academic Quality and Standards
Version Number	1.1
Content Enquiries	University Policy
Scope	<ul style="list-style-type: none"> • All campuses • Coursework students
Purpose	To ensure the University takes a consistent approach to academic integrity among students to protect and enhance the University's reputation and academic standards.
POLICY STATEMENT	

Honesty, fairness and respect are central tenets of Monash University, reflected in the [Monash University Ethics Statement](#) and the [Monash University Student Charter](#). These principles extend to all areas of the University, including scholarly endeavour.

Monash University is committed to upholding standards of academic integrity and honesty.

Monash students are therefore required to:

- undertake studies and research responsibly and with honesty and integrity;
- ensure that academic work is in no way falsified;
- seek permission to use the work of others, where required;
- acknowledge appropriately the work of others; and
- take reasonable steps to ensure that other students are unable to copy or misuse their work.

Staff involved in learning, teaching and research are expected to display leadership in academic integrity and use a range of approaches to educate students to practise honesty in their academic work.

Plagiarism, collusion and cheating, including assisting others to cheat, are unacceptable and will be dealt with under Part 7 of the [Monash University \(Council\) Regulations](#).

Supporting Procedures	Student Academic Integrity: Managing Plagiarism and Collusion Procedures
Responsibility for implementation	Deputy Vice-Chancellor (Education) Associate Deans (Education) Heads of academic units Chief Examiners Faculty Manager

	All staff involved in assessment and supervision All students
Status	Revised
Approval Body	Name: Academic Board Meeting: 3/13 Date: 05-June-2013 Agenda item: 11.3
Endorsement Body	Name: Learning and Teaching Committee Meeting: 2/2013 Date: 16-April-2013 Agenda item: 7.1
Definitions	<p>Academic integrity: is the moral code of academia. It involves using, generating and communicating information in an ethical, honest and responsible manner.</p> <p>Academic misconduct: means conduct by which a student seeks to gain for himself, herself or another person an unfair or unjustified academic advantage in a course or unit of study and includes, cheating, collusion and plagiarism. It may be intentional or reckless.</p> <p>Cheat/Cheating: means to seek to obtain an unfair advantage in an examination or written, oral or practical work, required to be submitted or completed for assessment in a course or unit of study and includes the resubmission of work that has already been assessed in another unit.</p> <p>Collusion: means unauthorised collaboration on assessable written, oral or practical work with another person or persons.</p> <p>Plagiarism: means to take and use another person's ideas and or manner of expressing them and to pass them off as one's own by failing to give appropriate acknowledgement, including the use of material from any source, staff, students or the Internet, published and unpublished works.</p> <p>Proofreading: The process of identifying errors and suggesting corrections to a text. This must not involve rewriting passages of text in order to clarify meaning; amending the words used by the author (except to identify the correct spelling of the word used); rearranging passages of text or code, or reformatting other material; contributing additional material to the original; and checking calculations or formulae.</p>
Legislation Mandating Compliance	<p>Monash University (Council) Regulations - Part 7</p> <p>National Code of Practice for Providers of Education and Training to Overseas Students 2018 (Cth)</p> <p>Student Discipline Regulations (Monash Australia and Monash South Africa)</p> <p>Student Discipline Regulations (Monash University Sunway Campus Malaysia)</p>
Related Policies	<p>Acceptable Use of Information Technology Facilities by Students Policy and Procedures</p> <p>Assessment in Coursework Programs Policy and Unit Assessment Procedures</p> <p>Special Consideration Policy and Procedures</p> <p>Grading Scale Policy and Procedures</p> <p>Privacy of Student Records Policy and Procedures</p>

Related Documents	Monash University Student Charter Student Discipline Guidelines Australian Code for the Responsible Conduct of Research Monash University Ethics Statement Student Academic Integrity Flowchart Academic Integrity Guidelines [forthcoming]
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