

CHEATING AND PLAGIARISM POLICY

1. PURPOSE

- 1.1 The purpose of this Policy is to ensure that students and Indie College employees are aware of what plagiarism is, and to ensure that the consequences for both plagiarism and cheating are clear.

2. SCOPE

- 2.1 This Policy applies to all employees (full time, part time, permanent, fixed term and casual) of Indie Education, including Indie School, Indie College, Indie Academy and Indie Services.

3. POLICY CONTENT

- 3.1 Plagiarism occurs when a student claims ownership for written words, ideas and inventions which are not their own and they do not acknowledge the author of the source.
- 3.2 Cheating occurs when a student is found copying the work of others.
- 3.3 Plagiarism includes submitting work and claiming authorship when:
 - (a) Other people's work and/or ideas that are presented as the student's own work without the appropriate referencing of the source of work/idea that has been used,
 - (b) Other students work is copied or partly copied,
 - (c) Other people's designs or images are presented as the student's own work,
 - (d) Phrases or passages are used verbatim without the appropriate quotation marks, and/or without a reference to the original author, publication details or a web page,
 - (e) A student has had another person do the work.
- 3.4 A coach who has reasonable grounds to believe that cheating or plagiarism has occurred will mark the assessment as requiring a resubmission.
 - 3.4.1 Feedback will be provided to the student which will clearly indicate the area that cheating, or plagiarism is suspected.
 - 3.4.2 The student will be given one opportunity to resubmit the assessment. If the student declines the opportunity to resubmit or does not complete the assessment competently, the student will be deemed 'Competency Not Achieved' for the unit of competency.
- 3.5 Any student suspected of cheating or plagiarism will receive additional coaching/training to ensure they fully understand what cheating and plagiarism is.
 - 3.5.1 If cheating and plagiarism continues after further training has been provided, the student may be withdrawn from the program.

4. POLICY REVIEW

- 4.1 In accordance with Indie Education's policy review protocol, this Policy will be reviewed annually. If there are material changes to circumstances before the 12-month review period, this Policy will be reviewed immediately to ensure its contents remain effective and up to date.

5. AUTHORISATION

- 5.1 This Policy has been reviewed and approved in accordance with the delegations set out in the Chief Executive Officer Limitations Policy and is available to the Board and the Chief Executive Officer for ongoing consideration.