



PLAGIARISM POLICY

Plagiarism is representing as one's own work that which is a direct copy of someone else's work or thoughts or is substantially the same as the work or thoughts of another but with minor modifications. If the work of another is to be used in an assessment it should be enclosed in quotation marks if it is a copy and the source acknowledged.

Cases of suspected plagiarism by a student in an assessment task will be considered by the Assessment Committee. This could involve an interview between the student and the committee or a delegated representative of the committee.

If, in the opinion of the Assessment Committee, plagiarism has occurred, the following penalties (or combination thereof) could be imposed at the discretion of the Committee:

- A warning given
- A letter sent to parents
- A reduction in the mark awarded for that task
- A mark of zero being awarded
- The task being considered to have not been attempted.

In deciding the appropriate action to be taken the Assessment Committee will consider whether or not it is a student's first occurrence of plagiarism and the extent of the plagiarism.

February 2015