



## ASSIGNMENT & REPORT COVERSHEET

NAME OF STUDENT (PRINT CLEARLY)	STUDENT NUMBER
UNIT CODE	DISCIPLINE
NAME OF LECTURER OR UNIT CO-ORDINATOR	COURSE (please indicate degree, major(s), specialised program, if applicable)
TITLE/TOPIC OF ASSIGNMENT	DUE DATE
	OFFICE USE: DATE RECEIVED

### Policy on Academic Dishonesty including Plagiarism

The Faculty of Life and Physical Sciences has a Policy on Academic Dishonesty which constitutes misconduct and is dealt with under the [University's Statute 17](http://www.secretariat.uwa.edu.au/home/policies/discip?f=8314), available on line at: <http://www.secretariat.uwa.edu.au/home/policies/discip?f=8314>.

The consequences for misconduct can be severe, including exclusion from the university. This is also available online at [http://www.science.uwa.edu.au/for/students/academic\\_assessment/dishonesty](http://www.science.uwa.edu.au/for/students/academic_assessment/dishonesty) and contains reference to the following:

- **Cheating** in tests or examinations, e.g., copying from another student, or taking unauthorized materials into the test or examination room.
- **Plagiarism**, i.e., presenting another's work as though it were one's own, for instance quoting or paraphrasing someone else's opinions, arguments or research findings, whether published or unpublished (e.g., from a book or article, an internet site, or another student's assignment), without clear acknowledgement of the source. You may quote material from another source but if you do so, the quotation must be word perfect and, in addition to citing the source reference in the usual manner, the beginning and end of the quotation must be clearly indicated by quotation marks (inverted commas).
- **Falsifying results** of experiments or research studies.
- **Collusion**, e.g., writing an assignment jointly and submitting it as the work of one individual. Although discussion and co-operation are valuable in the pursuit of knowledge and understanding, any work submitted for assessment must be the individual's own work unless it is clearly designated a group project.
- **Helping someone else to commit any dishonest act** such as those listed above.

All students are expected to make themselves aware of the definitions and policies relating to academic misconduct, found at the websites below, and with any additional requirements or stipulations that may be provided by individual unit co-ordinators.

[http://www.secretariat.uwa.edu.au/\\_data/page/20839/StuMiscondInfo.rtf](http://www.secretariat.uwa.edu.au/_data/page/20839/StuMiscondInfo.rtf)

[http://www.teachingandlearning.uwa.edu.au/tl/academic\\_conduct](http://www.teachingandlearning.uwa.edu.au/tl/academic_conduct)

### Late Assignments

In the event that a student (prior to the due date) fails to request **AND** is granted an extension to the date for handing in an assignment, a penalty shall apply. That penalty shall be a reduction by a flat rate of **5%** for each day that the assignment is late. For the purposes of calculating penalties, Saturdays and Sundays will be included and counted as one day each.

**NO ASSIGNMENT WILL BE ACCEPTED UNLESS THE FOLLOWING DECLARATION IS SIGNED & DATED**

#### **Declaration:**

I certify that I have read the University guidelines on Academic Misconduct.

I certify that the attached assignment/report is my own work and that all material drawn from other sources has been fully acknowledged.

I certify that I am aware that the work submitted with this declaration may be submitted to an online plagiarism detection service for analysis.

Signed: .....

Date: .....