

Governance Institute of Australia

Student Code of Conduct

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Issued under the authority of Governance Institute of Australia Board of Directors

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Policy Statement

Governance Institute of Australia (hereafter referred to as Governance Institute) is committed to providing a study environment that encourages and maintains high standards of ethical behaviour and is free from any undesirable conduct, which includes harassment and discrimination.

Aims and Objectives

1. Student participation and interaction in learning and other activities, whether these activities are conducted in an online environment or face to face, is important to Governance Institute. This policy aims to provide Governance Institute's expectations in respect of academic matters and personal behaviour of students.

Overview

2. Governance Institute recognises the diversity of the student cohort and is committed to ensuring that all students are treated fairly, both academically and personally. All students are required to comply with the requirements in this policy.
3. This policy applies to students enrolled in postgraduate subjects, whether they are studied as part of an award course, as non-award study, or non-assessed study for professional development.
4. This policy covers the academic conduct and personal conduct of students.

Academic Conduct

5. Governance Institute expects students to:
 - a. Familiarise themselves with Governance Institute policies and other rules relating to their rights and responsibilities as students and to comply with them;

- b. Familiarise themselves with all relevant information made available concerning their course and subjects;
- c. Read all official correspondence, including emails, from Governance Institute;
- d. Take responsibility for their learning which includes active and constructive participation in the teaching-learning process;
- e. Act honestly and ethically in the submission of all academic and assessment work, and understand that cheating, plagiarism, fabrication or falsification of data is not acceptable;
- f. Be aware of their individual rights and responsibilities regarding legitimate use of copyright material;
- g. Comply with the requirements pertaining to use of information technology and other equipment made available to them for purposes relevant to their course;
- h. Avoid the usage of any recording or image capture devices during face to face classes, in the online learning platform or within any Governance Institute premises, except with the consent of the Subject Coordinator or Governance Institute's Education Department, and then only with the least disruption to other students; and
- i. Avoid any behaviour that may potentially result in an unfair advantage or disadvantage to another student academically.

Personal Conduct

- 6. Governance Institute expects students to:
 - a. Act in a way that respects the rights, privacy, confidentiality and welfare of all members of Governance Institute's community, including employees, teaching staff and other students;
 - b. Behave professionally, ethically, courteously and respectfully in all dealings with members of Governance Institute's community;
 - c. Avoid any activities or behaviour, either directly or indirectly, that would cause discrimination, harassment or bullying of any member of Governance Institute's community;

- d. Be sensitive to and tolerant of cultural diversities;
- e. Avoid any activities or behaviour that would obstruct the ability of Governance Institute's employees, teaching staff and other students from carrying out their work or study; and
- f. Undertake any reasonable direction from Governance Institute's employees or teaching staff.

Related Documents

- Governance Institute of Australia Academic Governance Policy
- Governance Institute of Australia Members' Code of Ethics

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