

ASSIGNMENT COVER SHEET

All work must be submitted by the due date. If an extension of work is granted, an assignment extension acknowledgement slip must be signed by the Lecturer/tutor and attached to the assignment. Please note that it is your responsibility to retain copies of your assignment.

Student ID number		Unit Code:		
		Unit Name:		
		Campus:		
		Assignment Title:		
		Name of Lecturer:		
		Name of Tutor:		
		Tutorial Day and Time:		
		Phone Number:		
		Email Address:		
		Due Date:		Date Submitted:
Given Name	<p>Plagiarism and Collusion are methods of cheating for the purposes of Monash Statute 4.1 – Discipline.</p> <p>Plagiarism Plagiarism is the presentation of work which has been copied in whole or in part from another person’s work, or from any other source such as the Internet, published books or periodicals without due acknowledgement given in the text.</p> <p>Collusion Collusion is the presentation of work which is the result in whole or in part of unauthorized collaboration with another person or persons.</p> <p>Where there are reasonable grounds for believing that cheating has occurred, the only action that may be taken when plagiarism or collusion is detected is for the staff member not to mark the item of work and to report or refer the matter to the Dean. This may result in work being disallowed and given a fail grade or if the circumstances warrant, the matter may be referred to a Committee of Inquiry for investigation. Such investigation may result in the matter being referred to the University Discipline Committee which has the power to exclude a student.</p> <p>Please ensure that you are familiar with the information, policies and procedures detailed at www.adm.monash.edu.au/unisec/academicpolicies/policy/plagiarism.html</p>			
Family name	<p>Student’s statement: I have read and understood the information provided on the assignment cover sheet relating to plagiarism and collusion and the Monash plagiarism policy. I certify that I have not plagiarised the work of others or participated in unauthorised collusion when preparing this assignment.</p> <p>Signature _____</p>			
<p><i>The information on this form is collected for the primary purpose of assessing your assignment. Other purposes of collection include recording your plagiarism and collusion declaration, attending to administrative matters and statistical analyses. If you choose not to complete all the questions on this form, it may not be possible for Monash University to allow the submission of your assignment. You have a right to access personal information that Monash University holds about you, subject to any exceptions in relevant legislation. If you wish to seek access to your personal information or inquire about the handling of your personal information, please contact the University Privacy Officer on 9905 6011.</i></p>				