

# Academic Misconduct Process



University of  
Southern  
Queensland



## Stage 1 – Suspicion

Your assessment item will be referred to the Academic Integrity Unit for investigation.

- A preliminary decision will be made on whether to proceed with a Notice of Allegation of Academic Misconduct or whether to dismiss the suspicion.
- If the suspicion is dismissed, you may sometimes receive additional information to help you understand why the assessment item was flagged and how to avoid it in the future.
- If there is enough evidence to warrant an allegation, you will receive further information to your student email address.

## Stage 2 – Allegation

Check the date when you need to respond by.

- Read the Student Academic Misconduct Procedure.
- Understand the penalties you are facing.
- Decide if you need to admit to the allegation or provide material that explains your side of the story.
- Decide if you provide a written response or attend an interview with someone from your School, such as the School Academic Integrity Lead.

## Stage 3 – Response

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**Consider what happened and outline how you completed your assessment item.**

- Can you explain any errors and discrepancies in the evidence provided to you?
- Were there extenuating circumstances that led to the behaviour that forms the basis of the allegation?
- Are there any other possible explanations?
- What evidence can you provide?
- Once your response has been received, a decision will be made based on all the available evidence and you will receive an outcome letter to your student email address.

## Stage 4 – Outcome

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**Decision on if the breach is Category 1 or 2.**

- Encouragement to seek support from the Library
- Additional online training about academic integrity
- Participation in a workshop about referencing
- Requirement to attend a session with a Learning Advisor.
- In most cases a penalty will apply such as your work being remarked, a certain percentage of marks being deducted, receiving 0 for your work or the course.
- In extreme or repeated cases of academic misconduct, suspension or expulsion from the University is also possible.

## Stage 5 – Appeals


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**Once the outcome is received, you may appeal the decision.**

- Under the provisions of the Student Grievance Resolution Procedure.
- Providing you can establish the grounds to do so.
- Visit the Appeals website for further information.

Where to get support:

**Student Wellbeing** 

**Student Success Advising** 

**Learning Support** 

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**unisq.edu.au**