



POLICY AND PROCEDURE

Name:	ACADEMIC INTEGRITY AND HONESTY POLICY
Policy No:	PP3101
Approved by:	ACER Academic Board
Last reviewed:	August 2018
Responsible Division/ Department	Professional Resources Division/ACER Institute

1. Purpose

To ensure that Staff Members and Students of ACER Higher Education Courses and Units demonstrate integrity and honesty in their study, teaching, research and dealings with each other and those with whom they come in contact.

2. Scope

This policy applies to Staff Members and Students.

3. Definitions

See [Glossary of Terms](#).

4. Legislation and Related Documents

[Australian Qualifications Framework \(AQF\) 2nd edn. \(Jan 2013\)](#)

[Disability Standards for Education 2005](#)

[Higher Education Standards Framework \(Threshold Standards\) 2015](#)

[TEQSA Guidance Note: Course Design](#)

[ACER Student Policies](#)

5. Policy Principles

The prime objective of this policy is to ensure that all those who work and study at ACER in the Courses and Units offered by the ACER Institute act with honesty and integrity in their academic endeavours and when dealing with each other and members of ACER's broader community.

6. Roles and Responsibilities

6.1 The ACER Institute is responsible for:

- i. developing clear academic integrity statements, policies and procedures that are consistently implemented;
- ii. informing and educating ACER's academic community regarding academic integrity policies and procedures;
- iii. developing a clear, accessible and equitable system to adjudicate suspected violations of this policy;
- iv. regularly assessing the effectiveness of its policies and procedures and taking steps to improve and rejuvenate them

6.2 Staff Members are responsible for:

- i. regularly reminding Students of the values embedded in academic integrity and honesty;
- ii. keeping up-to-date with their academic reading and participating in discipline-related conferences, seminars and workshops so that their teaching and scholarship remain informed and reflect contemporary research results and findings without bias or value judgment;
- iii. presenting intellectual and practical issues in a balanced and open way so that they encourage, enhance and inspire Student learning;
- iv. creating a learning environment of free intellectual enquiry where Students can explore their ideas and express their views free from the fear of ridicule or criticism.

6.3 Students are expected to:

- i. develop an ability to objectively assess their opinions and the opinions of others free of bias or value judgements;
- ii. respect the views of others;
- iii. acknowledge that their behaviour in the classroom, and online, has the capacity to positively or negatively affect the learning opportunities of others;
- iv. act honestly in all dealings with others even though the consequences may seem inopportune at the time.

7. Dispute Resolution

Should a dispute arise in relation to the interpretation or application of this policy or its procedures a Grievance may be notified and managed in accordance with the ACER PP3111 Student Grievance Resolution Policy.

8. Awareness of Policy

The Director will take reasonable steps to disseminate and explain this policy to Staff Members and Students who may be affected by it. The policy will be available online at: <https://www.acer.org/professional-learning/postgraduate/students/policies>

9. Version Control

Authorised by: ACER Academic Board
Maintained by: Director, ACER Institute
Written: March 2013
Review: August 2019
Version: 5

Version Control	Date Effective	Amendments by	Amendment
1.	23/1/2013	E Hartnell-Young	Logo, Page Numbers, Scope
2.	13/03/2013	C. Kemp	Last Review date updated, Version Control details included, formatting
3.	12/11/2015	G. Appleby	Definitions, Purpose, Scope, Awareness of Policy, Version Control details, formatting
4.	17/8/2016	P. Taylor-Guy	Remove table of Definitions and add link. Update Legislation and Related Documents. Update Version Control
5.	1/8/2018	P. Taylor-Guy	Minor edits and formatting. Updated links. Update version control.