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Approved by	CEO
Policy Owner	The Spectrum Organization Association Inc

Policy Statement

Spectrum training will ensure that all the principles of assessment and rules of evidence are followed when making decisions on the assessments submitted by the students.

Spectrum Training will be vigilant in monitoring for any evidence of plagiarism and cheating. Academic misconduct will be deemed to have occurred where a student engages in cheating, plagiarism or behaves in any other manner by which they seek to gain any academic advantage or advancement (for themselves or another).

Statement of Purpose

To ensure the principles of assessment (Fairness, Flexibility, Validity and Reliability) and rules of evidence (Validity, Sufficiency, Authenticity and Currency) are followed and only students who are appropriately assessed are deemed competent.

Scope

This policy applies to all Training and Assessment activities, staff, students, and recourses used by the Registered Training Organisation.

Procedures and Principles

Plagiarism means using another person's work and not referencing or acknowledging it, therefore representing it as your own. If you use someone else's work, for example research from the internet or a journal, you need to reference it while also presenting the content in your own words to demonstrate your understanding.

The following are considered plagiarism unless the source of each quotation or piece of borrowed material is clearly acknowledged:

- Failing to adequately reference the work of others.
- Copying part or all of another person's work.
- Submitting work that in part or in its entirety has been copied from written material, or electronic material including the internet.
- Submitting AI generated responses to questions as your own work.

Plagiarism is considered a serious misconduct, and work containing plagiarised material will be assessed as "Not Yet Competent". Where a student has plagiarised for the first time, they are given an opportunity to redo their work once, which is considered a resubmission. If plagiarism occurs more than once during the course of an enrolment, the enrolment may be suspended or cancelled. If at any time the student disagrees with the decision made by Spectrum Training, they should follow the complaints and appeals process which can be found in the Student Handbook.

Policy Approval Authority

CEO (The Spectrum Organization Association Inc)

Review and Evaluation

This policy will be reviewed on an 'as required' basis.

Statutory and Regulatory Compliance

- National Standards for RTOs 2015 and subsequent amendments