

## Plagiarism Policy

Document Name and Number:	Version and Date:	Responsible Person:	Purpose and Comments:
Plagiarism Policy	January 2020/V1.0	CEO and/or nominee	Ensure compliance with Standards for Registered Training Organisations (RTOs) 2015

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### Policy scope

The Plagiarism Policy applies to all students enrolled with the organisation, and to all staff who are involved in assessment of work submitted by student. It also includes external personnel conducting assessments on the organisation's behalf as part of partnership agreements.

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### Policy purpose

The Plagiarism Policy aims to enhance fair and ethical practice for those engaging in participant assessment or discipline activities and alerts staff and student to their responsibilities in relation to plagiarism.

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### Policy statement

The Policy seeks to ensure that the organisation can meet its obligations as a Registered Training Organisation (RTO) and to reassure student and other stakeholders that assessments of participant's work are not affected by plagiarism.

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### Legislative/statutory requirements

- Standards for Registered Training Organisations (RTOs) 2015

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### Associated documents

- Complaints and Appeals Policy
- Complaints and Appeals Procedure
- Complaints and Appeals Form

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### Measure of policy effectiveness

The effectiveness of this Policy will be determined by the:

- number of plagiarism instances reported
- number of appeals against claims of plagiarism
- number of possible plagiarism found in internal and external audits

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### Induction

Refer to organisational and induction processes to confirm specific induction requirements related to this Policy.

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### Definitions/acronyms

**Plagiarism** - "the stealing or passing off as one's own (the idea or words of another); use (a created production) without crediting the source; to commit literary theft; present as new and original an idea or product derived from an existing source"

(Webster's Third New International Dictionary of the English Language, Unabridged, p. 1728).

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