

Student Non-Academic Conduct and Misconduct Policy

Purpose

1. This Policy outlines the principles for setting expectations of student non-academic conduct and the management of misconduct by students in accordance with the standards under Domain 2 (Learning Environment) of the *Higher Education Standards Framework (Threshold Standards) 2021*.

Scope

2. This Policy applies to all GHE students.
3. The application of this Policy includes any activity associated with GHE students no matter where or when it takes place. In addition to direct course-related activity (including placements), the Policy applies to all functions and places that are education-related, including but not limited to, events, off-campus activities, online engagement, religious celebrations, and student functions.
4. Incidents of sexual assault and harassment that affect students are managed under the provisions in the **Student Sexual Assault and Sexual Harassment Policy**.
5. Incidents of student academic misconduct are managed under the provisions in the **Student Academic Integrity and Academic Misconduct Policy**.

Definitions

6. Definitions for key terms are presented in the Glossary of Terms which may be accessed on the GHE website at <https://www.globalhe.edu.au/policy>

Suite documents

7. This Policy is linked to the Student Non-Academic Conduct and Misconduct Procedure.

Policy

Principles

8. GHE is dedicated to creating and maintaining a safe community in which students, academic and professional staff, members of governance boards and committees, mentors and guests on campus, can learn and work free from physical or verbal abuse, intimidation and harassment.
9. The student competencies of Connected, Capable and Competent outlined in the **Student Wellbeing, Orientation and Support Policy** are embedded in GHE's approach to setting expectations for non-academic conduct in the learning environment and workplace and managing student non-academic misconduct.
10. To remain connected to peers, mentors, staff and the learning community, to be confident in their ability to mentor others, and to exhibit appropriate non-academic conduct in the workplace upon graduation, students must:
 - a) treat people with respect and fairness;
 - b) not swear, use obscenities, or make offensive remarks or gestures;

- c) avoid non-academic that could offend, embarrass, intimidate, or threaten others;
 - d) not harass or disrupt others in the performance of their studies or duties;
 - e) avoid bullying, aggressive, threatening, and abusive behaviour, including using social networking, websites and GHE webpages and forums to make threatening or derogatory statements about any member of the GHE community;
 - f) make only truthful statements in regard to their student status, representation as a student and entitlements as a student.
11. In turn to develop Competent, Capable and Confident students, GHE has a responsibility to:
- a) inform students of the standards of non-academic conduct expected of them, in letters of offer, during orientation and through active promotion of standards across campus;
 - b) require staff to model these standards in their interaction with students and each other;
 - c) enforce the standards of non-academic conduct outlined in this Policy consistently and fairly.

Acts of student non-academic misconduct

12. Student non-academic misconduct may occur by:
- a) a deliberate abrogation of a responsibility;
 - b) being complicit in or aiding another in misconduct;
 - c) omission to act appropriately while on GHE property, or while using GHE resources including computer resources.
13. Acts of student non-academic misconduct are classified either as acts of:
- a) General Student Non-Academic Misconduct; or
 - b) Serious Student Non-Academic Misconduct.
14. Acts of General Student Non-Academic Misconduct include, but are not limited to:
- a) conduct which brings GHE into disrepute;
 - b) conduct which is considered unduly offensive or disorderly;
 - c) failure to comply with a reasonable requirement or direction prescribed or given by a member of the GHE staff in performance of his or her duties or responsibilities;
 - d) wilfully or recklessly engaging in conduct which involves interference with the property of GHE;
 - e) obstructing or interfering with the use of any premises, facilities or equipment of GHE;
 - f) gaining access to, or entering, a computer system or part of a computer system of the GHE without lawful authority to do so, or engaging in illegal or inappropriate or offensive use of the internet, social media, email or GHE's network;
 - g) non-academic conduct or behaviour which interferes with the orderly conduct of any teaching group, assessment, examination or ceremony of GHE, any meeting of the Board of Directors or a board, committee or any other body convened in relation to GHE business or any other activity, function or program held by GHE;
 - h) engaging in conduct which involves unauthorised or unjustified interference with the property of any person;
 - i) wilfully, recklessly or negligently engaging in conduct which causes or is calculated to cause bodily injury to any person;
 - j) engaging in conduct which attacks, bullies, harasses, unlawfully vilifies, victimises, threatens or intimidates any person or attempts to attack, bully, harass, unlawfully vilify, victimise, threaten or intimidate any person.

15. Acts of Serious Student Non-Academic Misconduct include, but are not limited to:
 - a) a repeat of conduct of the same or similar nature where the first incidence of that conduct has been dealt with under this Policy;
 - b) committing any act or making any omission which has the capacity to endanger the safety or health of others where there is a serious risk of bodily harm;
 - c) serious wilful damage, wrongful dealing with or interference with property of any member of the GHE;
 - d) any type of fraud, including fraudulent representation of grades or awards for prior learning, including through the unauthorised use of the GHE name, seal or trademarks;
 - e) tampering with and/or making a fraudulent representation involving any medical certificate;
 - f) any other type of fraudulent documentation provided to GHE in order to favour the student;
 - g) bringing a knife or other weapon on to the GHE campus, work placement or placement premises; or
 - h) any act or omission which leads to a conviction for a breach of State or Federal legislation for which the penalty may include imprisonment and where the injured party is a member of the GHE community, or in the case of the drug use, the offence occurred on or involved the use of GHE property.
16. Students against whom any allegation of non-academic misconduct is made are entitled to a fair and proper investigation and the right of reply under the provisions in the **Student Non-Academic Conduct and Misconduct Procedure**.
17. Students against whom there is a positive finding of non-academic misconduct are entitled to appeal under the provisions of the **Student Appeals Procedure**.

Associated information

Related Internal Documents	<p>Student Non-Academic Conduct and Misconduct Procedure</p> <p>Student Complaints, Grievances and Appeals Policy</p> <p>Student Appeals Procedure</p> <p>Student Wellbeing, Orientation and Support Policy</p> <p>Student Disability Policy</p> <p>Student Diversity and Equity Policy</p> <p>Enrolment Policy</p> <p>Quality Assurance Policy</p> <p>Student Sexual Assault and Sexual Harassment Policy</p> <p>Student Academic Integrity and Academic Misconduct Policy</p> <p>Work-Integrated Learning Placement Policy</p> <p>Glossary of Terms</p>
Related Legislation, Standards and Codes	<p><i>Tertiary Education and Quality Standards Agency Act 2011</i></p> <p><i>Higher Education Standards Framework (Threshold Standards) 2021</i></p> <p><i>TEQSA Guidance Note: Wellbeing and Safety, Version 1.2</i></p> <p><i>Education Services for Overseas Students Act 2000</i></p> <p><i>National Code of Practice for Providers of Education and Training to Overseas Students 2018</i></p> <p><i>Disability Standards for Education 2005</i></p>
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Change history

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	22-Jul-20	V1.1 administrative updates
	10-Oct-23	V1.2 administrative updates following TEQSA registration

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