

## ASSESSMENT COVER SHEET

A COVER SHEET MUST BE ATTACHED TO ALL SUBMITTED WORK WITH ALL SECTIONS COMPLETED.  
ANY ASSESSMENT WITH AN INCOMPLETE OR UNSIGNED COVER SHEET WILL NOT BE MARKED.

<b>Student ID:</b>	<b>Subject Coordinator:</b>
<b>Subject Code:</b>	<b>Subject Name:</b>
<b>Word Count:</b>	<b>Topic/Task:</b>
<b>Due Date:</b>	<b>Tutor/Stream/Examiner:</b>

### Plagiarism

Plagiarism is the act of representing as one's own original work the creative works of another, without appropriate acknowledgement of the author or source.

### Collusion

Collusion is the fraudulent presentation by a student of assessment as his or her own, which is in fact the result in whole or in part of unauthorised collaboration with another person or persons. Collusion involves the cooperation of two or more students in plagiarism or other forms of academic misconduct.

Both collusion and plagiarism can occur in group work. For examples of plagiarism, collusion and academic misconduct in group work please see the University's policy on Academic Honesty and Plagiarism: <http://academichonesty.unimelb.edu.au>

**Plagiarism and collusion constitute cheating. Disciplinary action will be taken against students who engage in plagiarism and collusion as outlined in University policy. Proven involvement in plagiarism or collusion may be recorded on your academic file in accordance with the University's Student Discipline Statute 13.1.18.**

### STUDENT DECLARATION

In submitting this cover sheet with my paper I declare that this paper is my own original work. This paper does not:

- Contain any material published or written by another person, except where proper acknowledgement is made in the text;
- Contain material written by me which has already been submitted for assessment in this or any other subject at this University or any other institution; or
- Contravene the University's policies on Academic Honesty (available at <http://academichonesty.unimelb.edu.au>) in any other way.

In submitting this cover sheet with my paper I also give the assessor of this assessment permission to:

- Reproduce this assessment and provide a copy to another member of staff; and
- Take steps to authenticate the assessment, including communicating a copy of this assessment to a checking service (which might retain a copy on its database for future plagiarism checking).

Student Signature \_\_\_\_\_

Date: \_\_\_\_\_

The deadline for submission of assessment on the due date is 4:30pm. Assessment submitted after 4:30pm on the due date are considered to be one working day late. Students must keep an electronic copy and a hard copy of all assessment they submit, at least until they have been awarded a final result in the relevant subject(s). Penalties may apply for assessment that is submitted after the due date or if it deviates more than ten percent above or below the set word limit. For further information, please read the School's assessment policy at:

<http://www.nursing.unimelb.edu.au/files/nursing/Assignment%20submission%20and%20Return%20Feb10.pdf>

<http://www.socialwork.unimelb.edu.au/files/socialwork/Assignment%20submission%20and%20Return%20Feb10.pdf>

The University's Academic Services policy is available at:

<http://www.services.unimelb.edu.au/policy/assessment/policy/index.html> .

**Marks indicated are unratified until confirmed by the Board of Examiners at the end of each semester.**