

Student Code of Conduct

Students must familiarise themselves with the IMM Graduate School's Student Code of Conduct to ensure a thorough understanding of disciplinary procedures and appeal processes. Any violations of the Student Code of Conduct are regarded seriously and will result in disciplinary action that may include suspension and/or expulsion from the IMM Graduate School. Violations are categorised into two sections, namely minor offences and major offences. Students found guilty of minor offences may receive suspension from the IMM Graduate School for a minimum period of up to six months. In the event of a student being found guilty of a major offence, the maximum penalty is expulsion from the IMM Graduate School.

Minor offences include the following:

- Harassment
- Foul or abusive language
- Defamatory remarks

A student who is found guilty of harassment may be suspended for up to six months.

Major offences include the following:

- Assault or threatening behaviour
- Cheating in examination/final assessment
- Discrimination
- Dishonesty
- Disrupt examination/final assessment
- Fabricate results
- Forgery
- Interference with the conditions for teaching, learning and research
- Interference with the governance and proper administration of the IMM Graduate School
- Interfering or not following instructions given by an invigilator at an examination/final assessment
- Misrepresentation of oneself
- Misuse of identification
- Not following the instruction of an IMM Graduate School staff member or disruption of an IMM Graduate School process or event
- Possession of drugs and/or alcohol
- Possession of weapons
- Racist behaviour
- Sexual assault or threat thereof
- Theft

Assignment Plagiarism

In cases where a student has been found to have followed an incorrect procedure of not referencing in an assignment (first offence) the student may be sent a letter of warning. A student who is found guilty of plagiarism (first offence) may have up to 60% of their mark deducted or may not receive the mark for the assignment but will be allowed to write the examination/final assessment. A student who is found guilty of plagiarism (second offence) may receive 0% for the assignment or may not be allowed to write any examinations/final assessments for up to three examination/final assessment sessions. A student who is found guilty of plagiarism (third offence) will be expelled and no longer allowed to continue studying with the IMM Graduate School. Please refer to the Policies and Procedures available on the Student Portal.

Examination/Final Assessment Misconduct

A student who is found guilty of misconduct in an examination/final assessment (first offence) will be suspended from the IMM Graduate School and will not be allowed to write any examination/final assessment for three examination/final assessment sessions. A student who is found guilty of misconduct in an examination/final assessment (second offence) will be expelled and no longer allowed to continue studying at the IMM Graduate School.

Further offences, not mentioned above, whether minor or major offences, will be evaluated by the Academic Board and categorised accordingly.

Due Process

In all cases, the Chairman of the Disciplinary Committee or Dean shall take action within five working days of receiving a report of an alleged offence. The student will be contacted at least three days prior to the release of assignment or examination/final assessment marks. The student concerned will be informed in writing of the allegation and invited to an inquiry hearing, telephonically or in person, to make representation on his/her behalf to the Chair, and submit any appropriate evidence. During the interview the student is entitled to be accompanied by a representative. The student may choose to decline the invitation to attend the interview and is entitled to make written representation instead. Students who do not attend their inquiry will have their hearing held in absentia. The outcome of the inquiry will be communicated to the student via SMS or email. Any appeals to the outcome of the offence must be returned within seven days.