



ASSIGNMENT COVER SHEET

UNIT	NAME OF STUDENT (PRINT CLEARLY) <i>SURNAME</i> <i>FIRST NAME</i>	STUDENT ID NO.
NAME OF LECTURER		DUE DATE
Topic of assignment		
Group or tutorial (if applicable)	Course	Campus AUSI
I certify that the attached assignment is my own work and that any material drawn from other sources has been acknowledged Signature of student Date		OFFICE USE ONLY

Copyright in assignments remains the property of the student. The student grants permission to the University to make copies of the assignments for assessment, review and/or record keeping purposes. Should the reproduction of all or part of an assignment be required by the University for any purpose other than those mentioned above, appropriate authorisation will be sought from the student on the relevant form (number 247).

POLICY ON PROCEDURES AND PENALTIES ON LATE ASSIGNMENTS

Reference: "University Rules for Admission, Enrolment and Academic Progress of Students", clause 39.

1. Students who wish to defer assignments must make application in writing for an extension of the date of submission. (39.1)
2. Students applying in advance of the date of submission for an assignment for an extension of not more than one week, must obtain approval from the lecturer in charge of the unit. (39.3)
3. Students applying for an extension for submission of an assignment after the due date or for a period exceeding one week, must receive the approval of the Head of School or nominee. (39.4)
4. Assignments submitted after the normal or extended date without approval shall incur a penalty of loss of marks. (39.5)

CHEATING AND PLAGIARISM (University Rule 40)

All forms of cheating, plagiarism or collusion are regarded seriously and could result in penalties including loss of marks, exclusion from the unit or cancellation of enrolment.

ASSIGNMENT RECEIPT

To be completed by the student if the receipt is required

UNIT	NAME OF STUDENT	STUDENT ID. NO.
NAME OF LECTURER		RECEIVED BY
Topic of assignment		DATE RECEIVED

LECTURER'S COMMENTS ON THE ASSESSMENT:

LECTURER'S SIGNATURE	DATE	RESULT
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