
Plagiarism Procedure

POLICY STATEMENT:

Cheating and / or plagiarism in any form will not be tolerated.

PROCEDURE:

If an act of cheating or plagiarism is observed or reported to the Trainer or Master Builders SA staff member the Trainer or staff member must act in accordance with the Discipline policy and procedure and in agreement with the below penalties.

PENALTIES FOR PLAGIARISM

On determination that plagiarism has taken place, the penalty which will be imposed on the participant(s) is one or more of the following depending on the nature of the incident:

1. An assessment outcome of 'Not Yet Competent' is given for the course in which assessment misconduct occurred. This will result in :
 - a. the participant being required to attend a Moderation Meeting to determine the level of knowledge the participant has reached (a \$ 130 fee applies).

And counselled for:-

- i. **MINOR BREACH** - the participant resits the assessment by submitting answers to a different but similar assignment (a fee for developing the new assignment will apply). Fees apply (\$70:00 per hour for redeveloping the assessment – charges will be disclosed to the student prior to redevelopment work being undertaken)
- ii. **SERIOUS BREACH** - the participant is asked to re-enrol in the course and is charged the full, CITB ineligible fee relevant to the specific course.
- iii. **REPEAT OCCURANCE** - Exclusion from enrolment at Master Builders Association of SA in the related course or qualification for a specified period at the discretion of the Director Education & Training or delegate based on consideration of the participant's case.

Administration	
Authority:	Master Builders Association (SA) Inc Training Manager
Approved	Christine Stone , Training Manager
Signed	
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