

BCA ASSIGNMENT COVER SHEET

Online submission is the preferred method, however, in the event of a system breakdown, students can send assessment items to coordinators by email.

Where assessment items have NOT been submitted via your eLearning site, you must print and complete this form and submit it to the unit coordinator with your assignment or exam, by attaching your assessment document/s to the submission email.

Note: a cover sheet is generally not required for assessable exercises.

See the [BCA Assessment Guide](#) for a complete list of submission guidelines and BCA assessment policies and procedures. The guide contains a list of home university websites outlining university policies, procedures and advice regarding plagiarism, own work and citing sources.

| Unit code | assignment number |
|-----------|-------------------|
|-----------|-------------------|

While the all BCA universities are aware that the vast majority of students and staff act ethically and honestly, they are opposed to and will not tolerate academic dishonesty or plagiarism and will treat all allegations of dishonesty seriously.

Before submitting your assignment, please make sure you have read the Assessment Submission Instructions in the [BCA Assessment Guide](#). The Guide includes links to **Academic Honesty and Plagiarism policies at all BCA consortium universities**:

[The University of Adelaide](#); [Monash University](#); [The University of Melbourne](#); [The University of Queensland](#); [The University of Sydney](#)

In submitting this work, I acknowledge I have understood the following:

1. I have read the policy on plagiarism associated with my Home University.
2. This work is substantially my own work, and where any parts of this work are not my own, I have indicated this by acknowledging the source of those parts of the work and enclosed any quoted text in quotation marks.
3. This work has not previously been submitted, in part or in full, for assessment in another unit unless I have been given permission by my unit of study coordinator to do so.
4. The work is not the result of collaboration with others.
5. Engaging another person to complete part or all of the submitted work will, if detected, lead to my Home University commencing proceedings against me for potential student misconduct, in accordance with the By-Laws of the University.
6. I understand that failure to comply with the student plagiarism policy and procedures of the University in which I am enrolled may lead to the University commencing proceedings against me for student misconduct.

And, I agree that:

the assessor of this work may, for the purpose of assessing it, reproduce this work and provide a copy of it to another BCA unit coordinator or member of the BCA Board of Assessment.

NAME

DATE

SIGNATURE