

## 2024 Student Conduct Agreement

When studying at Cairnmillar, most are starting their professional career as a counsellor or a psychologist. Thus, it is important that students act appropriately as representatives of both Cairnmillar and their profession. This agreement highlights the standards of what is expected of you.

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### **Academic Integrity**

Academic integrity is an important part of the Cairnmillar practice. A breach of academic integrity is considered a serious offence. Students are expected to familiarise themselves with the academic integrity policy and rules at Cairnmillar.

Cairnmillar is committed to equitable and ethical research and assessment practices. Students can confidentially report any suspected breaches of academic integrity to any staff member at any time.

### **Referencing and plagiarism**

Students should be familiar with the most recent APA style guide to ensure correct referencing is used. The Library provides support to ensure that students are compliant.

### **Professionalism (including communication)**

Students are to adhere to relevant ethical guidelines and codes of conduct and show respect for staff, clients, and other students, and our school environment at all times. All forms of sexual harassment, vilification, and discrimination will not be tolerated.

Students are expected to communicate with courtesy and consideration in person and online (including via email and social media).

If you feel unsafe at any time or have concerns about the professional conduct of any member of the Cairnmillar community, you are encouraged to inform a staff member.

### **On Campus Conduct**

#### **ID cards and ID Photos**

Cairnmillar ID cards **must** be worn at all times in the Hawthorn Campus and in any clinics or placement locations. This is for security purposes. Access may be refused if students do not have their ID card.

As per our Privacy Policy, student photos will be retained in our Student Database (Paradigm) and uploaded to the LMS (Canvas). You can change your student photo on Canvas at any time but not on Paradigm.

**Noise Levels and Access**

Always use the stairs unless you have a mobility issue or disability. The elevator only supports low level use and is for mobility access only.

Please respect our clinicians, interns, and clients by being quiet when in the foyer or passing through staff areas.

**Parking**

Student parking is limited. A parking sticker will be provided to identify your car. Cars parked without a sticker or in the wrong bays may be towed. Therefore, it is important that the sticker is clearly visible and that students **do not** park in the staff and client parking spaces.

By ticking this box, I agree that I have read and understood the Student Conduct Agreement.

Name:

Student ID Number:

Signature:

Date