

Code of Conduct - Student

Section 1 - Purpose

(1) QUT is committed to creating a study and work environment in which the human rights of all members of the QUT community, including students are upheld.

(2) QUT expects that, as members of the University community, students will conduct themselves in a manner which:

- a. allows all members of the University community reasonable freedom to pursue their University activities safely and without unreasonable disruption or discrimination;
- b. is fair, honest and consistent with principles of academic integrity; and
- c. ensures that University facilities, property and services are used appropriately.

(3) The standards of behaviour for all QUT students are set out in this Code, and are intended to promote the good order and management of the University. All students must meet these standards of behaviour as they participate in University activities and when they interact with other students, staff, and other members of the University community such as clients and visitors.

Section 2 - Application

(4) This Code applies to all students of the University, and to individuals undertaking corporate programs, incoming placements, occupational traineeships or other similar activities. For the purposes of this Code, the general term 'student' is used.

(5) Students are required to comply with the obligations set out in this Code while undertaking any activity in their capacity as a student or while engaged in any activity which impacts on the University or other members of the University community as a student.

(6) This includes on-campus activities, University or student-related activities at other sites (including, for example, during placements, field trips or exchange programs).

(7) This Code also applies to online learning and other use of QUT ICT resources, networks, or other learning and support services or facilities, regardless of whether accessed on campus or remotely.

Section 3 - Roles and Responsibilities

Receives reports and manages breaches	Breach category
As detailed in Academic Integrity Policy	Breach of academic integrity that is determined to be poor academic practice.
Vice-President (Digital) and Chief Digital Officer	Breach relating to acceptable use of information and communications technology (ICT) resources.

Receives reports and manages breaches	Breach category
Head of Research Portfolio	Breach related to research activities as detailed in QUT code for responsible conduct of research.
Executive Dean of faculty Manager, Security and Emergency Management Head of Department	General non-academic breach of this Code.
Director, Equity, in conjunction with relevant Supervisors/managers	Breach relating to sexual harassment, sexual assault and/or discrimination.
As detailed in Management of Student Misconduct Policy	A breach of this Code or other relevant policy, alleged to be misconduct, as detailed in Section 5.

Section 4 - Positive Expectations for Student Conduct

(8) In all interpersonal interactions with other members of the University community, students are expected to:

- a. exercise their human rights, including the right to freedom of expression, in a responsible way which respects and does not unreasonably limit the human rights of other members of the QUT community, including their rights to freedom of expression and academic freedom;
- b. treat other members of the University community with respect and courtesy;
- c. behave in a manner which does not adversely affect the freedom of other members of the University community to pursue their studies, duties or lawful activities;
- d. refrain from intimidating or bullying behaviour towards other members of the University community;
- e. refrain from harassing, bullying, threatening, assaulting, discriminating against or vilifying other members of the University community (either in personal interactions or by using ICT resources or communication technologies) on the basis of gender, race, ethnicity, sexuality, religion, age, disability, beliefs or opinions, background, or other attributes;
- f. participate in online learning and otherwise use the University's ICT resources in an appropriate and responsible manner;
- g. comply with directions given by University officers to promote the good order and management of the University; and
- h. act in good faith.

(9) In undertaking their studies, students are expected to:

- a. work to the best of their abilities and to make genuine attempts to progress successfully by meeting course requirements and deadlines for assessment and by regular attendance and/or engagement with learning activities;
- b. undertake academic work in a manner consistent with principles of academic integrity and/or research integrity requirements;
- c. conduct themselves in a professional manner while undertaking placements, practicums, field trips, study tours, or other forms of work integrated learning or student mobility programs, and maintain the highest standards of professional ethics relevant to the profession or industry for which they are being trained;
- d. comply with all health, safety and environment requirements and instructions given by the University and attend any relevant training if required by the University;
- e. use ICT resources and other learning or support facilities provided by the University, including library and

computer laboratory facilities, responsibly and in a manner which does not prevent or impair other students from pursuing learning opportunities or using learning and teaching resources; and

- f. provide constructive feedback to academic staff on teaching and the quality of units of study when participating in QUT's teaching and learning evaluation processes, and provide other constructive feedback and opinions about the University and its functioning.

(10) In managing their enrolment and academic programs, students are expected to:

- a. acquaint themselves, and comply with, University policies and procedures, and all course and unit requirements, relevant to their enrolment and program of study;
- b. comply with the policies and procedures of the University;
- c. provide timely and accurate information on matters relating to admission, enrolment, assessment and any other student matter;
- d. meet their financial commitments to the University; and
- e. ensure personal details (including contact details) are current.

(11) The University acknowledges the diversity of the student population and recognises that the personal circumstances of students are varied and can pose challenges for undertaking University studies. Students are encouraged to use the support mechanisms provided by the University and others ([HiQ Website and Digital Workplace](#) - QUT staff and student access only) to assist them to meet the positive expectations set out in this section.

Section 5 - Student Misconduct

(12) The University will deal with a student who engages in any of the following conduct under its [Management of Student Misconduct Policy](#) and procedures. Misconduct can arise from a single act, an omission, or a pattern of conduct by a student.

- a. Engaging in conduct which does or tends to defeat or compromise the purposes of assessment of academic work, or otherwise breaching the University's [Academic Integrity Policy](#), with the exception of poor academic practice;
- b. Deliberately, recklessly or negligently engaging in research practices which do not comply with standards for research specified in the [QUT Code for Responsible Conduct of Research](#) or otherwise failing to meet standards of academic integrity in the conduct of research;
- c. Making a false or fraudulent representation, or submitting falsified or fraudulent information or documentation, in connection with any University matter;
- d. Deliberately, recklessly, negligently or unlawfully accessing, using or disclosing confidential information relating to any University matter;
- e. Assaulting another person, or otherwise causing or attempting to cause physical harm to another person on a University site or in connection with legitimate University activities;
- f. Deliberately, recklessly or negligently endangering a person's life, health or safety on a University site or in connection with legitimate University activities;
- g. Being disorderly or creating a disturbance on a University site or in connection with legitimate University activities, in a manner which may reasonably be expected to hinder or disrupt the legitimate activities of other persons;
- h. Harassing, threatening or intimidating another person on a University site or in connection with legitimate University activities, so as to cause that person reasonable apprehension for their physical safety or their psychological or emotional wellbeing, or so as to limit that other person's exercise of freedom of expression;
- i. Deliberately, recklessly or negligently interfering with or causing damage to a University site or property, or to

- the property of another person in connection with legitimate University activities;
- j. Unlawfully taking, using or interfering with University property (including the University's intellectual property), or the property (including intellectual property) of another person;
 - k. Using the University's ICT resources in a manner which is inconsistent with the University's [Acceptable Use of Information and Communications Technology Resources Policy](#);
 - l. Using the University's library, computer laboratories or other learning support resources and facilities in a manner which is inconsistent with any condition or use notified to students for use of the facility or resource;
 - m. Using the University's name, logo, trademark, seal or other symbol without permission;
 - n. Using any other name, logo, trademark, seal or symbol which so closely resembles the University's as to be likely to deceive;
 - o. Disobeying a reasonable direction issued (whether orally or in writing) by a University officer to promote the good order and management of the University;
 - p. Breaching any laws of the Commonwealth or the State of Queensland in connection with any legitimate University activity, including the criminal law and laws relating to copyright, discrimination, harassment, and defamation;
 - q. Breaching policies and procedures of the University which apply to students, including but not limited to policies relating to conduct on University land, use of University sites, discrimination, copyright and intellectual property, and health, safety and environment;
 - r. Discriminating against, sexually harassing, or sexually assaulting, another person on a University site or in circumstances connected in any way with legitimate University activities; and/or
 - s. Publishing material which is abusive, offensive, vilifying, harassing, or discriminatory about another student, or an officer of the University, in any forum or medium, including digital media or communication technologies.

Section 6 - Non-Academic Breaches of the Code

(13) Non-academic breaches refer to behaviour which is not compliant with the standards of conduct set out in this Code, but where the extent, seriousness or impact of the non-compliance is not substantial.

(14) Non-academic breaches of the Code should be dealt with promptly and informally. The approach to managing these breaches should be educative, raising a student's awareness of relevant behavioural standards or expectations, and without the imposition of any penalty specified in the University's [Management of Student Misconduct Policy](#).

(15) Management of non-academic breaches involves the following steps by the responsible officer:

- a. examination of documentation or evidence relevant to an allegation;
- b. informing the student of the manner in which their behaviour appears to have fallen below the required standards; and
- c. counselling the student about the standards to be met and, if applicable, outlining any available support mechanisms which may assist the student to meet those standards in future.

(16) Non-academic breaches may result in the responsible officer issuing a warning or formal directions to the student, in order to prevent further occurrences or to remedy the breach. Records must be kept in the University's corporate recordkeeping system of how the non-academic breach has been managed, in particular, any written warning or directions given to the student to guide future behaviour.

(17) Where, in the process of managing non-academic breaches, information is received which indicates that the matter may instead be considered to be misconduct, the responsible officer will refer the matter for management under the University's [Management of Student Misconduct Policy](#).

(18) The University may, to prevent breaches of this Code, issue directions to a student regarding their future behaviour, consistent with the requirements of this Code.

(19) Recidivist behaviour (in the same category of non-academic misconduct) will not be regarded as a non-academic breach if the student has previously been counselled about the standards of conduct required by the University.

Section 7 - Academic Breaches of the Code

(20) Academic breaches of the Code determined to be poor academic practice, will be managed in accordance with the University's [Academic Integrity Policy](#).

Section 8 - Management of Student Misconduct

(21) A student whose conduct falls below the standards outlined in this Code, and is alleged to be misconduct in accordance with Section 5, will be dealt with in accordance with the [Management of Student Misconduct Policy](#). Formal disciplinary action including the imposition of a range of penalties depending on the seriousness of the misconduct may be applied.

(22) In the case of occupational trainees, or others to whom this Code applies who are not students, the University may terminate their association with QUT or may revoke rights of access to QUT ICT resources and other services, facilities or infrastructure.

Section 9 - Freedom of Expression

(23) QUT supports the right of its students to free expression, including on campus and in QUT online environments. Freedom of expression may be exercised, for instance, by engaging in intellectual inquiry, holding and expressing opinions and beliefs, contributing to public debate, or participating in student associations such as the Student Guild or other student clubs and societies.

(24) In exercising this right, students must act consistently with other obligations set out in this Code, in particular, the obligations to respect others and their human rights. Consequently, freedom of expression is not an absolute right. It does not entail freedom from critique, particularly in regard to academic matters. Freedom of expression may be subject to legal limitations such as defamation and anti-vilification laws, and the University also imposes other reasonable and proportionate limitations to ensure the good order of the University and the wellbeing and safety of other students and of staff. Students must not exercise their rights to freedom of expression in a manner which may reasonably be perceived to harass, vilify, defame, intimidate or infringe upon the rights of others, including others' rights to freedom of expression.

Section 10 - Definitions

Term	Definitions
Confidential Information	<p>Means information about QUT students, studies, teaching, research or other lawful University activities, or information provided to a student about the business affairs or clients of an industry partner, which is in the possession of the student or the University or a member of the University's staff and which:</p> <ol style="list-style-type: none"> 1. is marked as confidential; 2. is by its nature confidential; 3. the student knows or ought reasonably to know is confidential; <p>But does not include any information which:</p> <ol style="list-style-type: none"> 1. is publicly available through no act or failure to act on the part of the student; 2. was lawfully acquired by the student from another source without restriction as to its use or disclosure.
Discrimination, Discriminating Against and Discriminatory	<p>Each have the following meaning, as the context allows. Discrimination occurs when a person or a group of people:</p> <ol style="list-style-type: none"> 1. is treated less favourably than another person or group because of a particular characteristic or attribute (or because they associate with another person or group with a particular characteristic or attribute) ('direct discrimination'); or 2. where an unreasonable rule or policy, which applies to everyone has an unfair effect on a person or group, because they have a particular characteristic or attribute ('indirect discrimination'). <p>Protected characteristics or attributes include a person's age, breastfeeding, family responsibilities, gender identity or intersex status, sex characteristics, impairment or disability, lawful sexual activity, parental status, political belief or activity, pregnancy, race, relationship or marital status, religious belief or activity, sex, sexuality, social origin, trade union activity, and irrelevant criminal or medical record.</p>
Harassment and Harassing	<p>Refers to uninvited or unreasonable behaviour, whether verbal, physical or online, which causes a person to feel intimidated, offended, or humiliated. If the behaviour is based on one of the protected characteristics or attributes defined above, harassment is a form of discrimination.</p>
Human Rights	<p>Has the meaning set out in the Human Rights Act 2019. Rights relevant to a student's relationship to the University may include (but are not limited to) the rights of freedom of thought, conscience, religion and belief; freedom of expression; peaceful assembly and freedom of association; cultural rights including of Aboriginal and Torres Strait Islander people; the right to a fair hearing; and the right to protection of privacy and reputation.</p>
ICT Resources	<p>Means any information or communications technology resources or facility provided by the University to assist or support learning and teaching, research, administrative and business activities, and includes:</p> <ol style="list-style-type: none"> 1. infrastructure, equipment, software, and facilities including technologies such as computers, smart phones, the internet, broadcasting technologies (radio and television), and telephony; 2. all networks, hardware, software and communication services and devices owned, leased or used under licence by QUT including academic and administrative systems; 3. any web page hosted on QUT's ICT resources; 4. any work area or physical space designated for teaching, study or research, including computer laboratories, technology-equipped classrooms and library study rooms; 5. technology or medium used to generate, capture, manage, preserve and access those records. Records may be in many formats, both physical/hard copy or electronic, including unstructured data for example emails, or structured data (any data that resides within the fixed fields within a business system, the combination of which can constitute a record).
Poor Academic Practice	<p>Is defined in the Academic Integrity Policy.</p>
Responsible Officer	<p>Is the officer responsible for dealing with minor cases in each misconduct breach category. The responsible officer also has a general responsibility for promoting awareness of and compliance with appropriate behavioural standards and for initiating processes for detection of breaches relevant to their area of responsibility. The responsible officer will receive and act upon information or a report on of alleged misconduct breach in that category.</p>
Sexual Assault	<p>Is defined in the Sexual Harassment and Sexual Assault Policy.</p>
Sexual Harassment defined in the Sexual Harassment and Sexual Assault Policy	<p>Is defined in the Sexual Harassment and Sexual Assault Policy.</p>
Student	<p>Student refers to any current or former student of QUT.</p>

Term	Definitions
University Officer	Includes the following: <ol style="list-style-type: none"> 1. an Authorised Officer appointed under the Queensland University of Technology Act 1998; 2. the Vice-Chancellor and President; 3. a Deputy Vice-Chancellor or Vice-President; 4. an Executive Dean; 5. a Deputy Dean; 6. a Head of School(or equivalent); 7. the Vice-President (Administration) and University Registrar; 8. the Director of QUT Library; 9. an Officer having responsibility for supervision of a facility such as a branch library, computer laboratory, resource or study area, examination room or laboratory; 10. a Unit Coordinator; 11. a Course Coordinator; 12. a member of the Teaching Staff (including visiting, adjunct, honorary or sessional staff), having responsibility for the conduct of a class, tutorial, lecture or teaching session; and 13. a health, safety and environment advisor or building warden or similar.
University Site	Means any campus, land or building owned by or under the control of the University.

Section 11 - Delegations

(25) Refer to [Register of Authorities and Delegations](#) (C016) (QUT staff access only).

Status and Details

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Glossary Terms and Definitions

"Executive Dean" - Executive Dean includes Executive Director, QUT College.