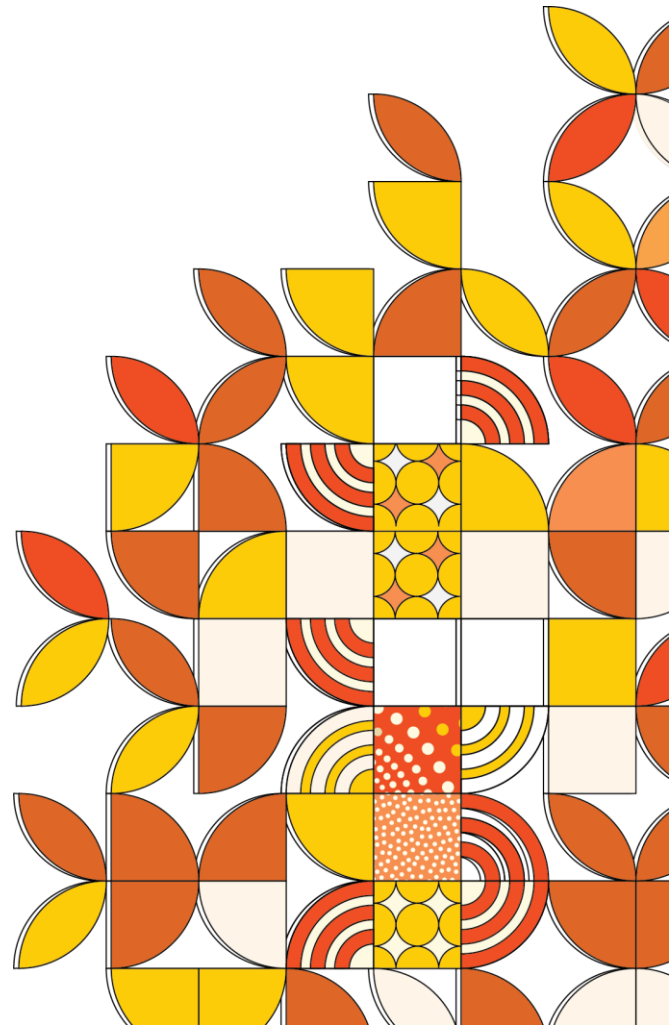


Student Code of Conduct



SECTION 1

Purpose

1. The Student Code of Conduct (Code of Conduct) describes the Institute of Health and Management's (IHM's), standards, ethical behaviour, and conduct expected of all students.
2. The Code of Conduct assists students in understanding their responsibilities and obligations. It provides guidance on conduct in a way that supports a fair, safe, and positive environment in accordance with the IHM's policies and the law.
3. The Code of Conduct outlines the rights and responsibilities of all students towards creating an inclusive and supportive learning environment.

Scope

4. This Code of Conduct applies to:
 - 4.1 All current and prospective students enrolled at IHM at any location and for any mode of study, whether on campus, online, at a partner institution, or on international or national placement.
 - 4.2 All IHM activities, whether conducted on campus, online, in workplaces, or in the field.
 - 4.3 All staff who will be in contact with students.

Definitions

5. **'IHM community'** includes all students, staff, visitors to campuses, and members of the public who are interacting, in an official capacity, with IHM in person, in writing, or online.
6. **'Student'**, for the purposes of investigation of any breach of this Code of Conduct (misconduct), includes an individual who was a student at the time the breach occurred, regardless of their student status at the time when proceedings are initiated or concluded.
7. For definitions of other terms used in this document, refer to IHM's [Glossary of Terms](#).

Suite documents

8. This Code of Conduct is linked to the following suite documents:
 - 8.1 Student Code of Conduct Implementation Guidelines.
 - 8.2 Other documents as listed in the 'Related Internal Documents' in Section 3 below.

SECTION 2

Policy

Policy statement

9. The Code of Conduct outlines the standards of behaviour expected from students to assist the IHM in providing a favourable and effective learning environment. Students breaching the Code may be subject to penalties in accordance with IHM policies and procedures.

10. IHM aims to provide an environment for Students where:
- 10.1 Academic freedom is protected and encouraged;
 - 10.2 Freedom of speech is protected and encouraged;
 - 10.3 Academic integrity is promoted; and
 - 10.4 The rights and responsibilities of students, employees, and relevant people at the IHM are respected.
11. IHM reserves the right to investigate any alleged conduct, behaviour, action, or inaction that it considers serious, albeit that it may be outside the scope of this document.

Obligation of personal responsibility

12. Students will:
- 12.1 Read and comply with their admission and enrolment conditions, IHM policies, procedures, and ethical requirements.
 - 12.2 Maintain high performance standards and actively participate in learning, as well as personal and professional growth.
 - 12.3 Read and comply with their program and course requirements.
 - 12.4 Be responsible for their education and learning.
 - 12.5 Monitor and evaluate their academic progress.
 - 12.6 Escalation of their issues or concerns to IHM authorities on a timely basis and in an appropriate manner.

Obligation to act with honesty and integrity

13. Students will:
- 13.1 Participate in academic work with integrity and honesty, restraining from breaching academic integrity.
 - 13.2 Comply with the IHM *Academic Honesty and Integrity Policy* and other relevant policies and procedures in all their academic activities, including assessment preparation or submissions.
 - 13.3 Assist IHM in complying with all relevant legislation and regulations that are applicable to their education at IHM.
 - 13.4 Represent IHM in an appropriate demeanour within the community.
 - 13.5 Uphold relevant ethical requirements.
 - 13.6 Be obliged to report breaches of any of IHM policies, procedures, or guidelines including this Code of Conduct.
 - 13.7 Maintain confidentiality and act in good faith in all of their activities and in interacting with the IHM staff or authorities.

Obligation to refrain from misconduct

14. Students will demonstrate good conduct at all times and must not engage in any misconduct, whether academic or non-academic, or whether general or serious misconduct.

15. Academic misconduct, including research misconduct, refers to a breach of academic integrity as defined in the IHM Academic Honesty and Integrity Policy, which may include cheating, plagiarism, and fabrication or falsification of data or research.
16. Non-academic misconduct is misconduct with regard to a non-academic or extra-curricular activity, which violates this Code of Conduct or any other IHM policies, procedures, or guidelines.
17. General misconduct by a student may include but is not limited to the following:
- a) minor disturbances during academic activities that interfere with the freedom of a student or limit the capacity of an academic staff member to fulfil their duties;
 - b) minor disturbances in any IHM venue or activity that represents immature or childish behaviour that is disruptive or offensive;
 - c) first instances of breaking or ignoring IHM policies or this Code of Conduct;
 - d) behaving in an unsafe manner; or
 - e) behaving in a way that causes breach of the law or IHM policies such as smoking on IHM premises or drinking alcohol on IHM property unless at an authorised event.
18. Serious Misconduct by a student may include but is not limited to the following:
- a) repeated disruption during academic activities that interferes with the learning of other students;
 - b) bullying or harassing behaviour including but is not limited to, cyber-bullying, assault, intimidation or displaying aggression towards others at IHM or IHM events/activities;
 - c) causing risks to IHM or to any student, staff member or other person at IHM (academic, financial, health and safety, legal, reputational, security and regulatory risks).
 - d) theft of IHM property or any personal property from other individuals, or fraud or corruption;
 - f) attending IHM activities (academic or non-academic) under the influence or being in possession of alcohol, drugs, or any other prohibited substance or with weapons or items likely to cause harm or intimidation to others; or
 - g) discrimination against anyone on the grounds of gender, identity, sexual orientation, marital/parental/carer status, pregnancy, breastfeeding, age, physical features, impairment, race, ethnicity, potential, or religious belief.

Obligation of respect and fairness

19. Students will:

- 19.1 Treat other students and staff with respect, dignity, and equity.
- 19.2 Work in collaboration with other students, staff, and IHM's associates and partners.
- 19.3 Restrain themselves from discrimination, sexual harassment, victimisation, abuse, or any form of interpersonal, psychological, or physical violence, and report such behaviour as outlined in IHM policies and procedures.

- 19.4 Respect personal privacy in dealing with any information in the course of their study or when interacting with other students or IHM staff members.
- 19.5 Respect others' opinions and beliefs and will promote rational discussion and academic debates that are accommodative of disagreements or dissents.
- 19.6 Exercise their freedom of expression and speech responsibly and will respect others' freedom of expression and speech.
- 19.7 Avoid hampering or interfering with any teaching, learning, or other academic activities of IHM.
- 19.8 Respect the rights of others to participate in any IHM activities.
- 19.9 Not encourage, persuade, or incite others to engage in conduct or behaviour against IHM policies, procedures, or guidelines.

Obligation to ensure safety and to respect property

20. Students will:

- 20.1 Respect the privacy of other students and staff in particular reference to IHM course materials including lectures, tutorials, learning support, assessment preparation, and photos and videos used or to be used in IHM materials.
- 20.2 Not cause harm, or potentially endanger, the safety or health of students and employees whilst on any IHM premises.
- 20.3 Not engage in illegal conduct such as fraud and corruption and unethical behaviour.
- 20.4 Not participate in IHM's activities under the influence of alcohol or any prohibited substance.
- 20.5 Not use, possess, or supply a prohibited weapon or any prohibited substance at the IHM premises or campuses or premises of other institutes (such as placement providers) partnered with IHM.
- 20.6 Use IHM's property or resources, including communication technology resources, cooperatively, legally, ethically, responsibly, and appropriately.
- 20.7 Respect the property rights of IHM students and staff.
- 20.8 Comply with any directions of IHM regarding the safety of students and staff.

Obligation to maintain IHM's reputation

21. Students will:

- 21.1 Not undertake any activities that could harm IHM's reputation.
- 21.2 Not use IHM's name, good will or reputation, intellectual property, or resources for private or business purposes without the appropriate authorisation from IHM.
- 21.3 Avoid engaging in fraudulent or corrupt behaviour, including the impersonation of another person or use of forged, false, falsified, or incomplete evidence of academic standing or immigration status or any other relevant matter to achieve any illegitimate personal profit or gain, or to get and maintain enrolment.

Compliance with the Code of Conduct

22. All students have a duty to comply with this Code of Conduct.
23. Breach of this Code of Conduct will be a misconduct, which might be subject to investigation and subsequent disciplinary actions in accordance with relevant IHM policies, including the *Student Code of Conduct Implementation Guidelines* and the *Student Complaints and Appeals Procedure*.
24. IHM is committed to providing students with access to education and training in relation to the requirements of this Code of Conduct.
25. In case of any ambiguity or uncertainty about this Code of Conduct's application or interpretation, students should consult with the IHM Registrar or the Student Support team at the relevant campus.

SECTION 3

Associated Information

Related Internal Documents	<ul style="list-style-type: none"> • Student Code of Conduct Implementation Guidelines • Student Complaints and Appeals Policy • Student Complaints and Appeals Procedure • Student Misconduct Policy • Student Misconduct Procedure • Academic Honesty and Integrity Policy • Academic Honesty and Integrity Procedure • Access and Equity Policy • Access and Equity Procedure • Accessibility Policy • Accessibility Procedure • Critical Incident Response Policy • Critical Incident Response Procedure • Student Support Services Policy • Student Support Services Procedure • Student Representative Council Terms of Reference (TOR)
Related Legislation, Standards, and Codes	<ul style="list-style-type: none"> • Higher Education Standards Framework (Threshold Standards) 2021, Domain 1 (Student Participation and Attainment), Domain 6 (Governance and Accountability) • Education Services for Overseas Students Act 2000 (ESOS Act) • National Code of Practice for Providers of Education and Training to Overseas Students 2018 (National Code), Standards 6, 8 and 9 • Privacy Act 1988 (Cth) and the Australian Privacy Principles • Privacy and Data Protection Act 2014 (Vic) (PDP Act) • Health Records Act 2001 (Vic) • Racial Discrimination Act 1975 (Cth) • Sex Discrimination Act 1984 (Cth) • Disability Discrimination Act 1992 (Cth) • Disability Standards for Education 2005 (DSE) • Age Discrimination Act 2004 (Cth) • Other relevant legislation applicable in each State where IHM operates.
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Change History

Version Control		Version 2.0
Change Summary	Date	Short description of the change, including version number, changes, who considered, approved, etc.
	09/09/2021 Version 1.0	New Student Code of Conduct.
	01/12/2024 Version 1.1	The definitions have been relocated to the IHM glossary, and the template has been updated.
	08/01/2025 Version 2.0	Updated in new template and logo, and full review after the life cycle.