



THE UNIVERSITY OF  
MELBOURNE

# SCHOOL OF CULTURE AND COMMUNICATION

University of Melbourne Victoria 3010 ph 8344 5506/5507

## ASSIGNMENT IDENTIFICATION SHEET

For Art History, Arts Management,  
Australian Indigenous studies, BA (extended),  
Cinema and Cultural Studies, Creative Writing,  
English (including Theatre Studies),  
Media & Communications, Publishing subjects

To be attached to all essays and assignments

NAME \_\_\_\_\_ STUDENT NUMBER \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_@unimelb.edu.au PHONE \_\_\_\_\_

SUBJECT NAME AND CODE \_\_\_\_\_

TUTOR \_\_\_\_\_

TUTORIAL TIME AND DAY \_\_\_\_\_

ASSIGNMENT TITLE \_\_\_\_\_

ACTUAL WORD COUNT \_\_\_\_\_ DATE DUE \_\_\_\_\_

**NB: Before you submit an essay, please make or keep a copy for reference.**

Assignments submitted during semester will be returned in class. The final assignment will be returned after the examination period IF you provide a suitably sized, stamped (local postage = \$1.00), self addressed envelope.

**Final Essays will not be returned unless an envelope is attached.**

If you have obtained a formal extension of time for submission of this assignment, please attach the extension form to the assignment. To obtain an extension for a final assignment, you must apply for Special Consideration.

**PLAGIARISM** Plagiarism is the presentation of an assignment that has been copied in whole or in part from another student's work, or from any other source (eg. published books or periodicals), without due acknowledgment in the text.

**COLLUSION** Collusion is the presentation of an assignment produced wholly or partly through unauthorised collaboration.

**CONSEQUENCES OF PLAGIARISM AND COLLUSION**

1. All cases of plagiarism or collusion will be reported to the Head of School, and may be reported to Student Administration and recorded on the student's academic file.
2. Where a student has been involved in plagiarism or collusion in an assessable task, that task may be awarded a mark of zero. Students will not normally be permitted to substitute an alternative task.
3. If a student has been involved in plagiarism or collusion a second time, the matter may be referred to the Student Discipline Committee.

**DECLARATION,** I declare that this assignment is my own work and does not involve plagiarism or collusion.

Signed:

TUTOR'S COMMENTS:

Grade \_\_\_\_\_ Assessor's name \_\_\_\_\_  
(comments may be continued on the back of this sheet)