4 Procedures and Standards

4.1 Defining breach of discipline
4.1.1 In this procedure, breach of discipline may include conduct:
a) that impairs the reasonable freedom of any person (whether or not a student) to pursue his or her studies, research or work in the TAFE Commission or on the premises of the TAFE Commission or to participate in the activities of, or associated with, the TAFE Commission, or  
b) that is prejudicial to the management of the TAFE Commission or any part of it.  
c) taking place outside of the premises of the TAFE Commission.  
d) that occurred as part of the enrolment process but before enrolment was completed.

4.2 Identifying examples of breaches in discipline
4.2.24 Encouraging, aiding or assisting another student to commit a breach of student discipline.  
4.2.25 Entering the premises of TAFE NSW or failing to leave a part of premises of TAFE NSW, contrary to a direction given by a member of staff.  
4.2.26 Committing or engaging in any dishonest or unfair act, including plagiarism in relation to an examination, assignment or other form of academic assessment.  
4.2.27 Falsifying, or attempting to falsify, a testamur, result notice, employer report or any record relating to the results of an examination or other form of academic assessment (refer to clause 4.21 Reporting Requirements for further details).

4.8 Penalties and Conditions that may be imposed
4.8.1 If, after considering any submissions duly made by the student, the Designated Officer is satisfied that the student has committed the alleged breach of discipline, the Designated Officer may do any one or more of the following:  
a) take no action  
b) warn or reprimand the student;  
c) order the student to attend at a specified time and place for counselling,  
d) order the student:
   (i) to pay compensation to TAFE NSW for any damage to property of TAFE NSW, or loss of any property of TAFE NSW,  
   (ii) to take reasonable steps to personally make good any such damage caused by the student,
e) order that, for a specified period not exceeding 12 months, the student may attend classes or use specified facilities or equipment only in accordance with certain conditions,
f) order the exclusion (for a period of up to 30 days or 80 hours of actual class time, whichever is the greater) of the student from the whole or any part of the establishment,
g) order the exclusion (for a period of up to 30 days or 80 hours of actual class time, whichever is the greater) of the student from online access to any resources of TAFE NSW,
h) order that the student be excluded from one or more specified examinations (refer to clause 4.8.2 (b) for further details),
i) order that the student be denied the right to borrow any Library Resource or use any Services from any or all of the libraries operated by TAFE NSW (including any library in respect of which TAFE NSW has reciprocal rights) for a specified period of time (including until such time as any fee, charge or penalty imposed in respect of a breach of discipline as referred to in clause 4.2.30 has been paid),
j) order that the issue of any student records e.g. testamur, result notice or employer report to, or in respect of, the student be delayed or withheld until the student complies with any order given to the student under this clause.
k) The student to pay, within a specified time, a fine not exceeding $200

4.8.2 Alternatively, the Designated Officer may make any one or more of the following recommendations to the Institute Director or their delegate:

a) a recommendation that one or more of the penalties specified in clause 4.8.1 be imposed on the student,
b) a recommendation that the student be taken to have failed one or more specified examinations or other forms of assessment,
c) a recommendation that the student be excluded (for a period of up to 12 months or 960 hours of actual class time, whichever is the greater) from the whole or any part of the TAFE NSW establishment, or of any other TAFE establishment within the Institute;
d) a recommendation that specified conditions or penalties (being either alternative or additional to those recommended under this subclause) be imposed on the student,
e) a recommendation that the student be expelled from any or all TAFE NSW establishments.