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#### **4.6 Roles in handling plagiarism at UNSW**

Academic staff are responsible for identifying plagiarism. Level 1 and Level 2 Plagiarism matters are managed at School and Faculty level while Level 3 Plagiarism matters are referred to the Director Student Life and Learning.

The Conduct and Integrity Unit (CIU) advises University staff on misconduct matters and manages the Level 1 Plagiarism Register and the Student Misconduct Register. The Conduct and Integrity Unit can provide training to Schools on the misconduct framework, procedural fairness and how to use the Plagiarism and Student Misconduct Registers.

Please see Appendix B for the full description of the various roles at UNSW.

#### **4.7 The Process**

##### **4.7.1 Level 1 Plagiarism**

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## Levels 2 and 3 Plagiarism

DATE  
NAME  
Student No.

Dear [Student]

An allegation of academic misconduct

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