

STUDENT RIGHTS SERVICE

All Monash students have rights in relation to the quality of their education & the way they are treated by the university

General Queries

We can help you find answers regarding, withdrawal of subjects, course transfers, fees, financial aid etc.

Contesting an Academic Result

The Student Rights Office can assist you in requesting a review or re-mark of an assessment task/exam.

Harassment and Discrimination

We can refer you to dedicated Monash resources and support services.

Grievances

A student may file a grievance for any problem that arises in relation to an academic or administrative issue.

We can offer advice and assistance in negotiation. Each faculty appoints a Grievance Officer and there is also a University Ombudsman.

Discipline for Misconduct

Misconduct can result in penalties ranging from fines to exclusion or even criminal charges.

- General Misconduct can include assaulting, harassing or threatening someone, property damage, disobeying a reasonable direction by a staff member and various computer offences.
- Academic Misconduct can include cheating, plagiarism, collusion and taking unauthorised materials into an exam.
- If you are accused of academic misconduct you are entitled to the assistance of a Student Rights Officer (SRO) at the initial interview and at the Discipline Committee Hearing. SROs can help you prepare your case, accompany you, and in the case of an appeal to the Central Discipline Committee, provide similar services.

See: www.adm.monash.edu.au/execserv/discipline/index.html

Your Student Rights Officers:

 9905 3118 OR  9905 3126
 studentrights.msa@adm.monash.edu.au

Academic Progress Review and Exclusion

In general, unsatisfactory progress includes:

- Failing more than 50% of your units for the year; &/or
- Failing a core unit twice; &/or
- Failing to comply with terms and conditions imposed by a previous review committee.

In case of the above, you will be sent a Notice of Referral and Hearing giving you a chance to respond. SROs can help you prepare your response, as well as recommend resources to help you overcome the issues that led to the unsatisfactory progress.

After you respond you will either be allowed to continue in your course or you will be required to appear at a hearing. An SRO can accompany and assist you at the hearing and help with an appeal if you are excluded.

See: www.adm.monash.edu.au/execserv/progress/index.html

Access to Information

You can access information contained in your student file as well as your numerical marks and exam script books. SROs can assist you.

Special Consideration

If your studies have been affected by illness or other serious cause, you can apply for Special Consideration including deferred/supplementary exams. We can assist you in the application process.

Alternative Assessment Arrangements

If you have a disability (including anxiety), you may arrange to have your exams held under alternative conditions. Speak to the Disability Liaison Office.

Housing and Financial Concerns

The MSA has dedicated Welfare Officers who can assist you in times of need.

Exams

Students have rights and responsibilities in regards to their exams.

University Policy

SROs work on improving university policy as it relates to students. If you have been negatively affected by a university policy, come and tell us about it. We may be able to have the policy amended, or help you to achieve this yourself.

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