

Student Conduct Policy (MPF1324)

1. Objectives

1.1. The objectives of this policy are to:

- a) ensure that student behavioural standards and expectations are defined and met, including the expectations of students with regard to how they treat others;
- b) ensure that student discipline procedures are transparent, consistent, equitable and fair, and consistent with the principles of natural justice;
- c) identify responsibilities and accountabilities for decisions and processes;
- d) define an appropriate, proportionate and consistent framework of penalties which may be imposed for substantiated misconduct;
- e) ensure that decision-making on misconduct is undertaken at appropriate levels of responsibility within the University; and
- f) provide direction for the membership of committees formed to consider student misconduct.

2. Scope

2.1. This policy applies to students while on University premises, (including residential colleges and halls that are owned by the University and affiliated colleges), using University facilities and services, or engaging in University activities. It provides a framework for managing complaints about student conduct. Additionally, this policy applies to student conduct occurring outside of University activities and off University property where the University is required to act under the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)). Students may be disciplined or be subjected to other restrictions or conditions on their enrolment in accordance with Part 6 of the Vice Chancellor Regulation. The Regulation enables the University to take one or more management or disciplinary actions against a student, including in respect of sexual misconduct or gender-based violence (which is a discrete form of general misconduct under the Regulation).

2.2. This policy does not include alleged academic misconduct or research misconduct, which are considered under the Student Academic Integrity Policy ([MPF1310](#)) and the Responsible Conduct of Research Policy ([MPF1318](#)). In accordance with section 28(1) of the Vice Chancellor Regulation, where student academic misconduct, student research misconduct and/or student general misconduct are alleged to have been committed by a student arising from one incident or closely related incidents, the Academic Secretary will decide how to proceed.

2.3. This policy does not apply to procedural issues and disputes in relation to student club meetings, which are considered by the clubs, under the club's rules and, where appropriate, the University of Melbourne Student Union.

2.4. This policy does not apply to conduct within online communities, or social networking groups unless the online group has been established to enable student engagement with a University activity or the conduct concerned amounts to sexual misconduct or gender-based violence under the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

2.5. Where a student is also an employee of the University of Melbourne, they must also comply with the Appropriate Workplace Behaviour Policy.

3. Authority

3.1. This policy is made under the *University of Melbourne Act 2009* (Vic) and the [Vice-Chancellor Regulation](#).

3.2. This policy operates consistently with legislative and regulatory instruments including the Vice Chancellor Regulation, the *Universities Accord (National Higher Education Code to Prevent and Respond to Gender-based Violence) Act 2025* (Cth) and the Gender-based Violence Code.

4. Policy

Student general misconduct

4.1. Student general misconduct has the meaning given to it in Part 6 of the [Vice-Chancellor Regulation](#).

4.2. The University follows transparent, fair and timely processes for addressing allegations of student general misconduct in accordance with principles of natural justice, ensuring that all parties are treated equally and fairly.

4.3. The [Student Charter](#) sets out key principles underpinning the relationship between students and the University, and informs the policy principles described in section 4.2.

4.4. Students must:

- a) comply with University statutes, regulations including Part 6 of the [Vice-Chancellor Regulation](#), policies, rules and procedures concerning their enrolment, studies and conduct at the University;
 - b) comply with the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)) and not engage in sexual misconduct or gender-based violence (within the meaning of that policy);
 - c) behave in a way that is professional, respectful, and courteous;
 - d) respect the rights of other members of the University community to express dissent or political or religious views, provided the views and conduct accord with Australian laws and the regulatory framework of the University, including, but not limited to, the Freedom of Speech Policy ([MPF1342](#));
 - e) respect the rights and sensitivities of other people when accessing personal information for, or using information gained through, study or related administrative activities.
 - f) must not, without prior authorisation, use any device or technology to create, capture, record, livestream or transmit audio, video or images from a lecture, tutorial, rehearsal, performance, practical class or other teaching activity where doing so captures another person or confidential, personal, teaching or assessment-related information.
- provide considered and honest feedback to the University and its staff on the quality of learning and teaching and University services; and

4.5. While on University premises, using University facilities and services, in connection with University activities (including outside University premises), or engaging with members of the University community, students must **not** engage in improper behaviour including:

- a) intentionally or carelessly causing physical or psychological injury to any person or endangering the safety of any person;
- b) engaging in conduct which causes the University to be guilty of a crime;
- c) causing risk or serious damage to the reputation of the University;
- d) failing to comply with any reasonable direction or request of a senior officer, senior member of staff or a security officer employed or contracted by the University;
- e) interfering with or improperly, recklessly, or unsafely using University property, facilities or services;
- f) interfering with University teaching or learning or assessment or graduation activities including while undertaking professional placements and fieldwork (examples of interference include causing a disturbance, annoyance or nuisance to any other student or staff in relation to such an activity; failing to answer a reasonable question or disobeying any reasonable instructions or directions of University staff, including a supervisor of assessment);
- g) conduct which does or may create a risk to the health and safety of a member of the University community;
- h) acts of Racism.

Examples of interference include causing a disturbance, annoyance or nuisance to any other student or staff in relation to such an activity; failing to answer a reasonable question or disobeying any reasonable instructions or directions of University staff (including a supervisor of assessment)

- i) failing to supply accurate personal and other information to the University according to the deadlines set by the University;
- j) inciting another person to commit student academic or student general misconduct;
- k) falsely claiming an identity, qualification, prior learning or professional experience;
- l) intentionally or carelessly causing damage to, or committing theft of University property, or property on University premises;
- m) breaches of a law or rule of conduct relating to University information technology security, student card use, smoking, alcohol consumption, use of drugs, gambling or occupational health and safety.

4.6. For the purpose of clause 4.5(h):

- a) in determining whether conduct constitutes Racism, regard must be had, as relevant, to the definitions of Antisemitism, Islamophobia and Racism towards Aboriginal and Torres Strait Islander peoples.
- b) conduct is not an act of Racism if engaged in reasonably and in good faith in the performance, exhibition or distribution of an artistic work; in the course of any statement, publication, discussion or debate made or held; or any conduct engaged in for any genuine academic, artistic, religious or scientific purpose or any purpose that is in the public interest; or in making or publishing a fair and accurate report of any event or matter of public interest.

4.7. Students must **not** harm another member of the University community, including by;

- a) harassment;
- b) discrimination against other individuals based on a protected attribute defined in University policy or at law;
- c) bullying, stalking, victimising, or other forms of threatening or intimidating behaviour;
- d) using abusive or offensive language;
- e) vilifying an individual or group of individuals;
- f) disrespecting staff and students and their right to hold and communicate different opinions;
- g) behaving in a disorderly or offensive manner or causing a disturbance in the University community;
- h) accessing, displaying, downloading, uploading or broadcasting of offensive material without reasonable justification;

4.8. Students must **not** engage in misleading or deceptive or corrupt conduct in connection with the University's performance of its various functions, including:

- a) making false statements or submitting fraudulent or forged material to the University or any organisation involved in a University activity;
- b) offering a bribe or other improper inducement in relation to the provision of University services or the discharge of the function or duties of University staff;
- c) making deliberate or careless misrepresentations about the provision of University services or the discharge of functions or duties of University staff;
- d) falsely use a title;
- e) using another person's identity or credentials without authorisation or using deceptive communications (including phishing).

4.9. Failure by a student to meet expected standards of behaviour may be dealt with as student general misconduct and the student may be subject to disciplinary action.

4.10. Penalties for student general misconduct are applied in accordance with Part 6 of the Vice Chancellor Regulation.

4.11. Student general misconduct may also constitute criminal activity. The University may report suspected criminal activity to police. Where the suspect criminal activity involves student sexual misconduct or gender-based violence, any reports by the University to police will be consistent with section 4.12.

Student sexual misconduct and gender-based violence

4.12. As stated in the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)) sexual misconduct or gender-based violence *is unacceptable, and has no place in our University community*. The University is committed to taking positive action to prevent sexual misconduct and gender-based violence in all its forms, and to take timely and appropriate action in response to it. When disclosures and formal reports are made, individuals making disclosure or formal reports will be treated with sensitivity and respect. All disclosures and formal reports will be taken seriously, and will be acted upon as appropriate, and relevant processes will adhere to the principles of natural justice.

4.13. Where student sexual misconduct or gender-based violence is found to have occurred as a result of a student disciplinary proceeding, a range of penalties are available to ensure a fair and just outcome. The penalty ultimately applied will be proportionate to the nature of the misconduct that has occurred and the gravity of its impact on the victim survivor, consider the University's duties of care and hold the respondent accountable for their behaviour.

4.14. Sexual misconduct and gender-based violence may constitute criminal activity. The University supports the right of current and former students who have experienced sexual misconduct or gender-based violence to decide whether they wish to report the incident to Victoria Police. The University may also report to police in the circumstances explained in the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

4.15. The University prohibits the use of a non-disclosure agreement in relation to sexual misconduct or gender-based violence unless expressly requested by the discloser. Any such agreement must not prevent the victim-survivor or complainant from seeking support, advice, or complying with reporting obligations under applicable law.

5. Procedural principles

Allegations of student general misconduct

5.1. Any person, or group of persons, may make an allegation of student general misconduct to the Academic Registrar.

- a) University students may submit complaints about student conduct, including disclosures and formal reports through the [online portal](#), by email (student-complaints@unimelb.edu.au) or by telephone by calling 13 MELB (13 6352).
- b) University staff may submit complaints about student conduct, including disclosures and formal reports by email (student-conduct@unimelb.edu.au).
- c) persons external to the University may submit complaints about student conduct, including disclosures and formal reports by email (student-conduct@unimelb.edu.au).

5.2. The Academic Registrar must consider allegations of student general misconduct.

5.3. Where a University employee has been authorised to act for the Academic Registrar, the authorised person must notify the Academic Registrar of every allegation of student general misconduct and of the decision that the authorised person made in relation to it.

5.4. If the Academic Registrar decides that it is more appropriate for an allegation of student general misconduct to be managed by another senior officer or senior member of staff, the allegation must immediately be referred by the Academic Registrar or the authorised person to that other person.

5.5. The Academic Registrar will make an initial assessment of an allegation of student general misconduct to determine next steps, taking account of:

- a) the needs and wishes of the person who reported the alleged general misconduct;

- b) any wider obligations and duties including obligations relating to occupational health and safety, duty of care and any other legal obligations (including the Gender-based Violence Code);
- c) whether there is a risk to the health or safety of the individual who reported the general misconduct or another person;
- d) whether an allegation of student general misconduct, including sexual misconduct or gender-based violence, raises immediate concerns in relation to personal safety, health or wellbeing of a member of the University community, the Academic Registrar, or delegate, may consult with the Safer Community Program, University security, or another responsible officer, to undertake a risk assessment.
- e) whether the allegation relates to a child;
- f) what investigative or other actions or alternative pathways for resolution, if any, are available to the University or otherwise required by the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)) or law (including the Gender-based Violence Code);
- g) whether two or more people name the same student in separate allegations, or the University is concerned the alleged general misconduct may suggest a pattern of behaviour by the same student;
- h) whether it is required to communicate the nature of the allegation to other authorities (including whether the University may be required to collect and/or disclose to other authorities personal or other information about the allegation (which may include de-identified demographic data); or
- i) any relevant processes or sanctions that are available to the University under the terms of any contract between the individual (or their employer) and the University.

5.6. Persons who make an allegation of student general misconduct are given the opportunity to provide information about their experiences and the impact on them. No person will suffer any discrimination or reprisal as a result of raising an allegation in good faith.

5.7. All staff who are involved in the student general misconduct process must treat all parties fairly and respect privacy and confidentiality of all parties.

5.8. The Academic Registrar will ensure that all staff who are involved in a student general misconduct process involving an allegation of sexual misconduct or gender-based violence (including all staff conducting any investigation and any members of the student discipline committee) have relevant knowledge, experience and expertise.

Unsatisfactory progress and deferral of consideration

5.9. In some cases, an allegation of student general misconduct may be made while the student is already engaged in an unsatisfactory academic progress process in accordance with the Academic Progress Review Policies. Unsatisfactory academic progress has the potential to lead to the termination of a student's enrolment. In that instance, the Academic Registrar may defer consideration of the student general misconduct matter until the resolution of the unsatisfactory academic progress matter.

5.10. Decisions about deferral of consideration of a student general misconduct matter will take into account risks to health and safety, and obligations under the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)). The University may also take interim actions as set out in the Vice Chancellor Regulation and/or the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

Educative response to an allegation of student general misconduct

5.11. The Academic Registrar may determine that an allegation of student general misconduct is appropriately addressed through an educative response (including a warning) or by way of a student undertaking where:

- a) the alleged conduct may have been unintentional;
- b) the alleged conduct is minor;
- c) the alleged conduct may not give rise to a breach of this policy but may still enliven concerns regarding broader expectations of student behaviour; or
- d) the student has not previously been the subject of a finding of student general misconduct, or an educative response or student undertaking, in relation to similar conduct.

5.12. Where the Academic Registrar determines that an educative response is appropriate, the Academic Registrar must advise the student in writing:

- a) that, on the information available, the conduct is not being assessed as student general misconduct for the purpose of this policy;
- b) that the purpose of the educative response is to raise awareness of the University's requirements regarding student conduct and to support future compliance with those requirements; and
- c) that any future conduct which does not meet the University's expectations may result in a finding of student general misconduct and the imposition of one or more disciplinary penalties, including suspension, termination of enrolment or expulsion.

5.13. The Dean or Director of a student service division (or delegate), may determine, in consultation with the Academic Registrar, that a response to an allegation of student general misconduct in the form of a warning or caution issued at the local level is appropriate provided:

- a) the behaviour or action of the student does not involve sexual misconduct and may have been unintentional; and/or
- b) the alleged conduct is minor, or represents a minor interpersonal dispute that may be resolved informally; or
- c) the student has not previously been the subject of a finding of student general misconduct, or an education response or student undertaking, in relation to similar conduct.

5.14. Where an educative response in the form of a warning or caution is chosen, the Dean or Director (or delegate) must advise the student in writing, as a first step or following a verbal caution or warning:

- a) that, on the information available, the conduct is not being treated as student general misconduct for the purpose of this policy;

- b) that the purpose of the educative response is to raise awareness of the University's requirements regarding student conduct and to support future compliance with those requirements; and
- c) that any future conduct which does not meet the University's expectations may result in a finding of student general misconduct and the imposition of one or more disciplinary penalties, including suspension, termination of enrolment or expulsion.

5.15. A copy of the written communication to the student under 5.13 or 5.14 must be provided to the Academic Registrar.

Progression of an allegation of student general misconduct

5.16. If the Academic Registrar determines that an allegation of student general misconduct should be progressed, the Academic Registrar must, within 10 University business days of the allegation being brought to their attention:

- a) refer the matter to an investigator in accordance with section 5.17 or refer the matter to a case manager to assess whether the conduct may be more addressed through a student undertaking, an educative response or under another University policy or process; or
- b) refer the matter to the student discipline committee for determination in accordance with this policy and provide a notice to the student in accordance with section 5.18.

5.17. If the Academic Registrar determines that the particulars or nature of an allegation of student general misconduct requires further investigation, an investigator may be engaged to assess the particulars of the matter or inquire and produce an investigation report for the Academic Registrar's consideration. The nature of any investigation will be decided by the Academic Registrar and will be dependent on the specifics of the case. The investigator will provide each student whose conduct is under investigation or any person who the investigator believes has relevant knowledge or potential witness a reasonable opportunity to participate in the investigation although no-one is required to participate. The investigator may progress the investigation if a student or other person does not adequately respond to the investigator's inquiries within a reasonable time.

5.18. Where the Academic Registrar decides that an allegation of student general misconduct is to be progressed to a student discipline committee the Academic Registrar must provide the student concerned with a written allegation notice:

- a) setting out the regulations and policies which are alleged to have been breached, as well as all relevant allegations of fact, action or omission in support of the allegation;
- b) attaching copies of supporting documents relating to the alleged misconduct;
- c) offering the student an opportunity to:
 - i. provide in writing an explanation or submission or evidence in response to the allegation no less than 24 hours prior to the matter being heard by the discipline committee; and/or
 - ii. be heard by the discipline committee in relation to it;
- d) referring the student to the provisions of the relevant regulation and policy; and
- e) advising the student:

- i. of the student's right to a support person:
- ii. of the provisions of section 5.7; and
- iii. that they are encouraged to seek independent advice from the [Student Union Advocacy Service](#).

5.19. If a student wishes to take up any of the opportunities set out in the allegation notice the student must notify the secretary of the discipline committee in writing accordingly within five University business days after receipt or deemed receipt of the allegation notice.

5.20. Within 10 University business days of receipt of the allegation notice detailed in section 5.13, the committee secretary must inform the student of the name of the person chairing the discipline committee hearing, the names of all committee members must be provided to the student no later than 24 hours before the hearing, unless exceptional circumstances require a change to the committee's composition.

5.21. If no notice requiring a hearing is given by the student, or if the student declines to attend the hearing, the committee will proceed to consider the allegation, including the conduct of a hearing in the absence of the student if deemed necessary or appropriate by the committee.

5.22. All persons are entitled to be accompanied by a support person in any investigation regarding sexual misconduct or gender-based violence.

5.23. For the avoidance of doubt, the University cannot require any person to provide physical evidence relating to a disclosure or formal report, such as the results of a medical examination, alcohol or drug test, or personal items relating to an alleged incident of sexual misconduct or gender-based violence. This does not preclude the discloser or respondent from voluntarily providing to the University any materials relating to the alleged incident.

5.24. In the case of general misconduct involving gender-based violence, the discloser must be given notifications in accordance with section 5.42 of the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

Convening the student discipline committee

5.25. The secretary of the committee must convene a meeting of the student discipline committee to determine the allegation of misconduct within 20 University business days after receipt of the allegation notice by the student. The Academic Registrar may extend this time limit in cases where a person is appointed to undertake a fact find investigation, or similar, prior to the discipline committee meeting.

5.26. The committee must give the student the opportunity to be heard as notified by the student. If the student requires a hearing, they must be given at least five University business days' notice of the time and, where the hearing is conducted in person, the place, or where the hearing is to be conducted online, the method and/or technology to be used.

5.27. Any additional documents relevant to the alleged student general misconduct that could not be provided with the allegation notice must be received by the student no less than five University business days prior to the committee meeting. This includes a summary report if an investigation has been undertaken in accordance with section 5.14. Otherwise, the committee cannot consider these documents.

5.28. The committee meeting may be convened at any time of the calendar year. However, the student and the chair of the committee may agree in writing at any time to extend or shorten the time limits or to reschedule the date, time and place for any meeting of the committee.

5.29. The chair of the committee may, as the case requires, adjourn and reconvene any meeting of the committee.

Composition of the student discipline committee

5.30. The student discipline committee is appointed by the Academic Registrar and comprises the following members (subject to section 5.27):

- a) The Chair who must be a senior member of staff;
- b) a senior member of staff, who is not from same department or administrative division as the Chair;
- c) a student nominated by the recognised student organisation, no less than 48 hours before the scheduled student discipline committee meeting, who has received appropriate training recognised by the Academic Registrar; and
- d) the student discipline committee cannot include the person who referred the allegation to the Academic Registrar.

5.31. Student discipline committee members must declare, before the hearing begins and at any time during proceedings if new circumstances arise, any real or perceived conflict of interest relating to the matter under consideration.

5.32. In the case of alleged student general misconduct involving sexual misconduct or gender-based violence, the Academic Registrar will ensure that all members of the student discipline committee have relevant knowledge, experience and expertise.

5.33. Notwithstanding the requirements set in section 5.26:

- a) the Academic Registrar or the Chair of the committee may vary the composition of a student discipline committee by appointing a senior member of staff as a substitute if no student is reasonably available under section 5.27(c). The staff member cannot be from same department as the member appointed under section 5.26(a) or (b); and
- b) the Academic Registrar may appoint a person who is not a student or senior member of staff to the committee, including an external person, to ensure the committee has the knowledge, experience and expertise required by section 5.27.

Discipline Committee Procedures

5.34. The student may not utilise any form of AI software during the meeting and may not send a representative in their place but may, no later than 24 hours before the commencement of a meeting of the committee, advise the Chair that they wish to request permission to bring a support person to the student discipline committee meeting acknowledging if the person is:

- a) a legal practitioner and, if so, that the legal practitioner is attending in their professional capacity or solely in the capacity of the student's support person; or

b) not a person who was involved, or associated with, or alleged to have been involved nor associated with the misconduct detailed in the allegation notice.

5.35. The support person has no right to be heard, except with the permission of the chair of the committee, and may be excluded from the meeting by the chair of the committee at the chair's discretion if the support person disrupts or unreasonably impairs the conduct of the hearing.

5.36. The student is not permitted to make audio and/or visual recordings of the student discipline committee meeting without the written permission of the Chair. If the student requires assistive technology to participate in the meeting, the student must provide the Chair with details of the technology and the reasons it is required and must seek the Chair's written permission for its use. Requests should be submitted in writing and, where practicable, in advance of the meeting. The Chair may grant permission subject to any conditions considered appropriate to protect confidentiality and the integrity of the process. Unauthorised recordings are prohibited and may be treated as a breach of disciplinary rules.

5.37. The student discipline committee meeting will be documented according to the University's Records Management Policy ([MPF1106](#)) and notes will be taken for all student discipline committee meetings by the Committee Secretary. It is the usual practice for student discipline committee meetings to be conducted via video conferencing software, such as Zoom. Participants may be required to verify their identity and participate with their camera enabled where reasonably required for the conduct of the hearing.

5.38. Requests for "in-camera" student discipline committee meetings will not be granted.

5.39. In determining an allegation of student general misconduct, the committee:

- a) may follow any procedure it considers appropriate and make any enquiries it believes to be relevant;
- b) is not bound by legal rules of evidence or other technicalities or legal forms, and may inform itself in relation to any matter in any manner it thinks fit;
- c) must act fairly in the circumstances, having regard to the requirements of natural justice;
- d) will adopt trauma informed practices in relation to matters involving sexual misconduct or gender-based violence;
- e) must make a decision based on the evidence before them that it is more probable than not that:
 - i. the allegation is proved or not proved; and/or
 - ii. a proposition is true or false;
- f) must balance the rights of the individual student with the need for fair and impartial decision-making for all students;
- g) must preserve the expectations and standards of student conduct on behalf of the University;
- h) must be scrupulously honest and exercise all due care and diligence in the performance of their duty;
- i) must avoid any action which could affect their judgement when dealing with committee matters;

- j) must treat each other and other members of the University community with professionalism, courtesy and respect;
- k) must not improperly influence other committee members;
- l) may not consider prior findings of student general misconduct when deciding whether to uphold an allegation of misconduct;
- m) must inform the student of the evidence it intends to consider in making its decision and give the student the opportunity to present their case and to respond to any relevant evidence or allegations orally and/or in writing; and
- n) can at any time co-opt persons onto the committee to advise or participate in any way that it considers appropriate.

5.40. The committee may, at any time:

- a) refer any matter initiated under this policy to be dealt with under another University policy, process or Regulation as appropriate; and
- b) stop any actions commenced under this policy.

5.41. The student discipline committee must determine the severity of the alleged student general misconduct to inform the appropriate penalty (if any). This determination is dependent on the nature and circumstances of the alleged misconduct, and following process-related questions may be considered:

- a) the type of behaviour that constitutes the alleged breach: *How serious is the alleged behaviour and does it also potentially constitute an ongoing risk to members of the University community?*
- b) the level of the student's course: *Is the student enrolled at undergraduate, graduate or higher degree by research level and how long have they been a student at the University?*
- c) the student's knowledge, understanding and exposure to accepted practices and cultural norms: *Is the student from overseas or culturally or linguistically diverse background, or had a sheltered or socially isolated upbringing?*
- d) whether the student has been found to have breached the University's expectations of student conduct in the past: *This question can only be asked after the committee has agreed that student general misconduct has occurred and it is deciding on an appropriate penalty, in accordance with section 5.33.*
- e) where relevant, the needs and wishes of the person, or group of persons, who were directly affected by the student misconduct; *Is the person, or group of persons, who were directly affected by the student misconduct seeking a specific outcome?*
- f) the nature of the alleged behaviour; *What is the context of the alleged breach? The intention of the student may be a factor in the context.*
- g) whether other factors may have contributed to the alleged behaviour.

Discipline committee outcomes

5.42. The committee must either dismiss or uphold each allegation of student general misconduct.

5.43. The committee must dismiss an allegation of student general misconduct unless a majority of the members of the committee are satisfied that the allegation has been upheld.

5.44. Where the committee upholds an allegation of student general misconduct, it may impose a penalty on the student or make a recommendation to the Vice-Chancellor in accordance with Part 6 of the [Vice-Chancellor Regulation](#).

5.45. Within three University business days of the committee making a decision in respect of the allegation of student general misconduct:

- a) the student must be provided with:
 - i. written notice of the terms of the decision;
 - ii. any penalty or other outcome imposed or recommended including, where relevant, the effective date of any penalty in accordance with the Regulations; and
 - iii. the right to appeal under section 5.68;
- b) the Academic Registrar must be informed of the decision; and
- c) in the case of matters involving gender-based violence, the discloser must be notified in accordance with 5.42 of the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

5.46. The University may decide on a case-by-case basis to communicate the decision, any penalties imposed and if relevant, a copy of the investigator's report, to someone other than the student concerned.

5.47. The University may share information about findings of facts arising out of an investigation and any disciplinary decisions that are made as a result, with potential future employers or other third parties who seek references or information about a person's conduct while a student at the University.

Immediate orders

5.48. The Academic Registrar (or delegate) may recommend that the Vice-Chancellor (or delegate) makes an immediate order in accordance with section 29 of the [Vice-Chancellor Regulation](#) to manage student behaviour based on one or more specified serious risks, including serious risk to health, safety, or welfare of that student or another person, or serious risk of disruption to University activities or damage to University property, or to restrain anticipated student general misconduct.

5.49. An immediate order may temporarily prohibit, or impose conditions on a student that limit:

- a) enrolment or re-enrolment
- b) access to or use of specified University premises, facilities, or services at specified times or at all (for example, regulating access to the library);
- c) participation in or attendance at specified educational or other activities of the University or an affiliated entity (for example, temporarily prohibit attendance at classes or placements);
- d) contact with specified people or a specified class of people who are members of the University community.

5.50. When an immediate order is made or varied, the student will be provided an opportunity to be heard in accordance with section 29 of the Vice Chancellor Regulation which, due to the seriousness of the risk, allows the hearing to occur promptly after the order is made or varied.

5.51. The making of an immediate order does not automatically trigger disciplinary action regarding the student's behaviour of concern. The Academic Registrar has discretion to initiate disciplinary proceedings or take other action, which may include provision of education, counselling or support, or fitness to study proceedings.

5.52. Independently of an immediate order, University security officers are authorised to direct a student to modify their behaviour or to leave or not enter a University premises.

5.53. A student's failure to comply with an immediate order may lead to disciplinary action.

Notices and general provisions

5.54. Any notice to a student for the purposes of this policy is sufficient if it is in writing and is emailed to the student's email accounts that are registered in the University student system.

5.55. A notice is deemed to have been received on the same day that it is sent by email.

5.56. A copy of any notice sent to a student must be retained by the University in such form as the Academic Registrar may prescribe.

5.57. In accordance with the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)) this policy is designed to allow finalisation of a formal report (including any disciplinary processes) within 45 days but conduct or a decision of the University is not invalid merely because it occurs outside this timeframe. Extensions of time for such matters may be granted in accordance with the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

5.58. The Academic Registrar may otherwise exercise their discretion to extend any of the time limits or times prescribed for the taking of any actions or steps referred to in this policy for such period or periods and on such terms the Academic Registrar deems appropriate.

5.59. A person or committee exercising any power or carrying out any function under this policy may use such administrative and professional assistance and support as is reasonable to facilitate the exercise of such powers or functions.

Penalties for student general misconduct

5.60. Where a committee upholds an allegation of student general misconduct against a student, it may apply one or more penalties in accordance with Part 6 of the [Vice-Chancellor Regulation](#).

5.61. Where, in accordance with Part 6 of the [Vice-Chancellor Regulation](#), the committee refers a matter to the Vice-Chancellor, the Vice-Chancellor must have regard to the terms of the decision and the recommendation of the committee. The Vice-Chancellor is not required to accord a hearing to the student before imposing a penalty. The Vice-Chancellor may:

- a) impose the penalty recommended by the committee;

- b) if the committee recommended that the student's enrolment be terminated or the student be expelled, suspend the student's enrolment for such period and on such terms and conditions as the Vice-Chancellor considers necessary or appropriate;
- c) if the committee recommended that the student's enrolment be suspended, suspend the student's enrolment for a shorter period than that recommended by the committee and/or on such terms and conditions as the Vice-Chancellor considers necessary or appropriate, being terms and conditions which in the Vice-Chancellor's opinion are less onerous than those recommended by the committee; or
- d) refer the matter back to the committee with a recommendation that it impose one or more of the penalties referred to in section 27 of the [Vice-Chancellor Regulation](#).

5.62. Where the Vice-Chancellor refers a matter back to the committee, the committee must consider the recommendation made by the Vice-Chancellor, and within the next five University business days:

- a) if an Immediate Order is in place, provide a recommendation to the Vice-Chancellor of the penalty that should be imposed; or
- b) where an Immediate Order is not in place, impose one or more of the penalties referred to in Part 6 of the [Vice-Chancellor Regulation](#).

5.63. In the case of matters involving gender-based violence, the discloser must be notified in accordance with 5.42 of the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

Undischarged penalties

5.64. While any penalty imposed in accordance with this policy remains outstanding, unfulfilled or unpaid, or while a student is suspended or excluded due to undischarged penalties, the student must not, without the written consent of the Vice-Chancellor:

- a) Enrol or re-enrol;
- b) attend any classes (including online);
- c) receive any results of assessment;
- d) graduate or receive a degree, diploma or any certificate stating that the student is qualified to graduate or receive a degree or diploma in the University;
- e) receive a certificate of academic record; or
- f) access the University's campus, library or computing and network facilities.

5.65. Where any penalty imposed takes some time to discharge, the Vice-Chancellor may provide written consent for the student to engage in one or more of the specific activities in the previous section.

Consequence of suspension or termination of enrolment and exclusion

5.66. While a student is suspended the student must not, without the written consent of the Vice-Chancellor:

- a) attend any classes, including classes conducted online;
- b) sit any examinations;
- c) submit any work for assessment;
- d) gain any credit; or
- e) access the University's campus, library or computing and network facilities.

5.67. When a student is excluded or expelled or after a termination of enrolment the student must not:

- a) attend any classes relating to any subject or group of subjects from which the student has been excluded or had enrolment terminated, including classes conducted online;
- b) sit any examinations relating to any subject or group of subjects from which the student has been excluded or had enrolment terminated;
- c) submit any work for assessment in any subject or group of subjects from which the student has been excluded or had enrolment terminated;
- d) gain any credit for work submitted in any subject or group of subjects from which the student has been excluded or had enrolment terminated; or
- e) seek access to, enter upon or otherwise use or enjoy any University premises, facilities, activities, subjects, tutorials or incidents of University life specified in any notice of exclusion.

5.68. A student is not entitled to receive any credit for any studies undertaken at the University, or any other institution during a period when the student's enrolment is or was suspended, without the written consent of the Vice-Chancellor.

Readmission after expulsion, reinstatement where enrolment suspended and forfeiture of fees

5.69. After a period of no less than five years since the date of a student's expulsion under the provisions of the Vice-Chancellor Regulation (Part 6 – Student Conduct), or the provisions of the Academic Board Regulation (Part 9 – Student Academic Integrity), the Vice-Chancellor may lift or vary the terms of the expulsion.

5.70. A student may make a written request to the Vice-Chancellor (vc@unimelb.edu.au) for re-admission to the University, including the provision of a detailed case as to why they should be re-admitted in light of the nature of the conduct for which they were expelled from the University. The Vice-Chancellor may require specific additional documentation to be provided in support of the request.

- a) The Vice-Chancellor may consider the student's written request and then may lift the expulsion unconditionally or with conditions or make no change to the terms of the expulsion.
- b) The Vice-Chancellor will aim to respond to the student's written request within 10 University business days. However, a response may take longer for more complex cases or where significant time has elapsed since the expulsion occurred.
- c) Where the Vice-Chancellor decides to lift a sanction under section 5.64(a)(i) or (ii), the decision applies solely to sanctions previously placed on admission and enrolment as a result of the expulsion.

d) The Vice-Chancellor's decision to lift a sanction on admission and enrolment does not reinstate the student's place in a course or subject. Where a sanction on admission and enrolment is lifted by the Vice-Chancellor the student will be required to apply for admission to a course or subject and will be subject to the usual competitive selection processes as other applicants and will be subject to section 23 of the Academic Board Regulation, which allows a Dean or Academic Registrar to refuse a student's entry into a course or subject.

The Vice-Chancellor's decision is final and is not subject to appeal within the University.

5.71. A student's enrolment must be reinstated after the expiration of any period of suspension, provided that the student has complied with any terms and conditions imposed as part of the suspension.

5.72. The Vice-Chancellor may, at the Vice-Chancellor's discretion, reinstate a student's enrolment after the expiration of any period of suspension even though the student has failed to comply with any terms or conditions imposed as part of the suspension.

5.73. No fees paid by a student relating to any period of suspension, exclusion, termination of enrolment or expulsion are refundable.

Appeals

5.74. Where a decision under this Policy is appealable, any appeal must be made in writing to the Academic Secretary in accordance with the Student Appeals Policy ([MPF1323](#)). No student appeal against an immediate order is allowed.

Confidentiality

5.75. Any person or committee who exercises any power or carries out any function under this policy or hears any appeal must treat the matter in the strictest confidence, except where necessary for the discharge of that person's or committee's responsibilities under University policies or as otherwise required or permitted by law.

Records

5.76. The Academic Registrar must keep a record of all:

- a) findings of student general misconduct; and
- b) penalties imposed in respect of such findings.

5.77. The records form part of the student's disciplinary record and must form part of a student's file which will be made available to persons within the University or outside the University in accordance with the University's Privacy Policy ([MPF1104](#)). The disciplinary record does not appear on the academic transcript.

5.78. Prior records may be considered for the purposes of assessing what penalty, if any, should be imposed or recommended under the provisions of this policy and the Vice-Chancellor Regulation in any case where an allegation of misconduct has been upheld or confirmed against a student.

6. Roles and responsibilities

Role, decision or action	Responsibility	Conditions and limitations
• Receive allegations of student general misconduct • Consider allegations of student general misconduct • Establish a student discipline misconduct committee • Provision of allegation notice to students • Provision of outcome notice to student	Principal Adviser, Student Conduct, authorised to act by the Academic Registrar	Must be in accordance with the provisions of this policy
Ensure that records are kept of all actions taken under this policy	Principal Adviser, Student Conduct, authorised to act by the Academic Registrar	Must be in accordance with this policy and University Records Management Policy (MPF1106)
Provision of report on student behaviour to Principal Adviser, Student Conduct, authorised to act by the Academic Registrar	University staff	Report should be in writing and provide sufficient details of the behaviour or incident to facilitate investigation
Ensuring appropriate conduct of student general misconduct discipline committees	Chair of student general misconduct discipline committee	Must be in accordance with the provisions of this policy
Application of appropriate penalty as required	Student general misconduct discipline committee	Must be in accordance with the provisions of the Vice-Chancellor Regulation and this policy

7. Definitions

Definitions in the University's [Statute and Regulations](#) apply.

Academic Registrar means the office holder duly appointed with that title, or with a title including that term, and includes a person duly appointed to act in the place of that officeholder for the time being.

antisemitism means antisemitism as described in the working definition of antisemitism endorsed by Universities Australia on 27 February 2026.

computing and network facilities means computers, computer systems, data network infrastructure, dial-in network access facilities, email and other communications and information facilities together with associated equipment, software, files and data storage and retrieval facilities, all of which are owned or operated by the University and form part of the central facilities or the local facilities.

discloser has the meaning given to it in the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

disclosure has the meaning given to it in the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

exclusion means, except where the context indicates otherwise, denial of access to all or specified university premises, facilities, services, activities, subjects, lectures or tutorials and “exclude” and “excluding” have a corresponding meaning.

facilities include University computing and network facilities.

formal report has the meaning given to it in the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

Gender-based Violence Code means the *National Higher Education Code to Prevent and Respond to Gender-based Violence 2025*, made pursuant to the *Universities Accord (National Higher Education Code to Prevent and Respond to Gender-based Violence) Act 2025* (Cth).

gender-based violence has the meaning given to it in the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

harassment means any unwelcome behaviour that offends, humiliates or intimidates a person.

islamophobia means discrimination, prejudice, hostility or violence directed towards Muslims because of their Muslim identity or perceived Muslimness. It can take the form of racialised treatment of Muslims that enables racism at the interpersonal, institutional and systemic levels, and is reinforced by both global and local political contexts

natural justice means that a person receives a fair and unbiased hearing before a decision is made that will impact on their rights or interests. This means the decision is made in accordance with the rule against bias and the hearing rule (ie. a student who is alleged to have engaged in student general

misconduct is given an opportunity to present their case with knowledge of any prejudicial material that may be taken into account by the decision-maker).

Note: 'Natural justice' is also known as 'procedural fairness' and other University policies may refer to 'procedural fairness' instead.

premises means land or buildings.

protected attribute means:

- a) age or age group;
- b) breastfeeding;
- c) employment activity;
- d) family or carer's responsibilities; parental status or status as a carer;
- e) impairment or disability, whether short term, long term or permanent, including behaviour that is a symptom or manifestation of a disability or a genetic predisposition to that disability;
- f) industrial activity;
- g) lawful sexual activity;
- h) marital or relationship status;
- i) physical features;
- j) political opinion, belief or activity;
- k) pregnancy or potential pregnancy;
- l) race or colour, descent or ancestry, nationality or national origin, ethnicity or ethnic origin, national extraction or social origin;
- m) religious belief or activity;
- n) sex, gender identity or intersex status;
- o) sexual orientation;
- p) personal association with a person who is identified by reference to any of the above attributes; and
- q) any other attribute protected by the Equal Opportunity Act 2010 (Vic) or Commonwealth anti-discrimination legislation.

Racism means discrimination, harassment, vilification and offensive behaviour because of race, colour, or national or ethnic origin.

Racism towards Aboriginal and Torres Strait Islander peoples [pending].

respondent or **respondent student** means the student about whom an allegation of gender- based violence is made.

senior member of staff means an academic staff appointed at the classification level C or above, or a member of professional staff appointed at UoM 10 or above.

senior officer has the meaning given to it in section 6 of the [Vice-Chancellor Regulation](#).

sexual misconduct has the meaning given to it in the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

student has the meaning given to it in the [Vice-Chancellor Regulation](#). Without limitation, it includes students undertaking higher degrees by research, non-award study, enabling or bridging courses, foundation programs and vocational education and training courses, and higher education coursework students.

student undertaking means a commitment given by a Student to the University or another person to do or refrain from doing certain actions.

subject means a subject offered on an assessed or a non-assessed basis.

suspension has the meaning given to it in Part 6 of the [Vice-Chancellor Regulation](#).

termination has the meaning given to it in Part 6 of the [Vice-Chancellor Regulation](#).

trauma informed has the meaning given to it in the Sexual Misconduct and Gender-based Violence Prevention and Response Policy ([MPF1359](#)).

University has the meaning given to it in Part 6 of the [Vice-Chancellor Regulation](#).

University business day means a day that is not a Saturday, Sunday or a University holiday as indicated on the University calendar (as amended from time to time).

University community has the meaning given to it in Part 6 of the [Vice-Chancellor Regulation](#).

POLICY APPROVER

Deputy Vice Chancellor (Education)

POLICY STEWARD

Academic Registrar

REVIEW

This policy is due to be reviewed by 6 March 2029, or earlier if required to ensure compliance with the National Code, such as to implement recommendations made by the National Student Ombudsman about disciplinary proceedings regarding gender-based violence, or to address systemic risks or issues proactively identified by the University.