

BEFORE YOU SUBMIT YOUR WORK

complete **ALL** information requested and **attach SECURELY** to the front of your assessment.

CUT RECEIPT OFF and retain as proof of submission.

No responsibility will be taken by Whitehouse for assessments submitted without a completed cover sheet.

SUBJECT NO:

SUBJECT TITLE:

SPECIALISATION:

☐

FASHION DESIGN

☐

INTERIOR DESIGN

☐

CREATIVE DIRECTION & STYLING

STUDENT NAME:

STUDENT NO:

CLASS:

NUMBER OF ITEMS:

ASSESSMENT TASK NO:

TEACHER NAME:

ASSESSMENT DUE DATE:

PLEASE NOTE: All assessments must be submitted via the allocated submissions area specified in the Assessment Task. All assessments must be receipted as proof of submission.

ACADEMIC HONESTY AND INTEGRITY

Academic honesty and integrity must be always observed. Academic misconduct in the form of plagiarism, collusion or cheating is strictly prohibited. Plagiarism occurs where “the thoughts or works of another are presented as one’s own” and this may include (but is not limited to):

- Copying or paraphrasing material from any source without due acknowledgment.
- Using another’s ideas without due acknowledgment.
- Working with others without permission and presenting the resulting work as though it was completed independently.
- Working with others with permission and not accurately crediting each person’s contribution to the final work.

If it is alleged that you have plagiarised, then the matter will be investigated in accordance with the Institute’s [Academic Honesty Policy](#). Penalties will apply if it is decided that academic misconduct has occurred.

ASSESSMENT POLICY & PROCEDURE

For more information refer Whitehouse Institute’s *A002 Assessment* and *A016 Academic Honesty Policy & Procedure* located on the [Whitehouse Website](#). Read the Assessment Submission [Terms and Conditions](#) before you complete this form (refer Library Notice).

DECLARATION

I DECLARE THAT THIS IS ALL MY OWN WORK, EXCEPT WHERE SPECIFIED WITH DUE ACKNOWLEDGMENT AND PERMISSION, THAT I HAVE READ THE ASSESSMENT SUBMISSION INFORMATION ON THE BACK OF THIS SHEET, AND THAT I AGREE TO THE ASSESSMENT POLICY OF WHITEHOUSE INSTITUTE OF DESIGN, AUSTRALIA.

STUDENT SIGNATURE:

DATE:

*✂ Student – complete details and **keep receipt as proof of submission** until you receive your marks.*

SUBMISSION RECEIPT – **FILL THIS IN!**

DESCRIPTION: _____ (I.E. ONE FOLIO / TWO GARMENTS / ONE REPORT / JOURNAL AND ESSAY, ETC.)

SUBJECT NO:

SUBJECT TITLE:

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FASHION DESIGN

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INTERIOR DESIGN

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CREATIVE DIRECTION AND STYLING

STUDENT NAME:

STUDENT NO:

TEACHER:

ASSESSMENT TASK NO:

ASSESSMENT DUE DATE:

SUBMISSION DATE:

RECEIVED BY STAFF MEMBER:

STAFF MEMBER SIGNATURE: