Faculty of Science, Medicine and Health
School of Nursing

UNIVERSITY OF WOLLONGONG AUSTRALIA

SNPG943: Principles of Vascular Access

Subject Outline
6 credit points

Subject Information

Autumn, 2026, Wollongong
Distance

Distance/ Online Delivery This subject is delivered entirely online. It involves no on-campus or other in-person learning activities.

UOW may need to modify teaching locations, teaching delivery, and assessment delivery at short notice in response to unforeseen circumstances such as health or environmental factors.

For up-to-date information please refer to your subject's Moodle site.

The Faculty of Science, Medicine and Health

The Faculty of Science, Medicine and Health offers a range of undergraduate and postgraduate programs designed to meet the needs of a diverse student population. We carry out world-leading research which is strongly aligned with our teaching program

As a student of our faculty, you will be actively engaged in learning with extensive clinical, laboratory and/or field work experiences, use of advanced educational technologies and opportunities for enriching work experience. More information about the Faculty of Science, Medicine and Health and our School is available on our web pages: https://www.uow.edu.au/science-medicine-health/

Within many of our courses, attending a workplace experience or clinical placement is an exciting part of your course program. Whilst integral to your learning, these health-related placements also let you experience what it's like to work as a professional in real-life workplace settings. More information about requirements for Health Placements is available on our webpage: https://www.uow.edu.au/student/health-placements/

Teaching Staff

Teaching Role	Coordinator
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Consultation Times	Wednesday 08:00 - 14:00 (Email for Appointment)

Expectations of Students

UOW values are intellectual openness, excellence and dedication, empowerment and academic freedom, mutual respect and diversity, recognition and performance. We will provide a safe, equitable and orderly environment for the University community, and expect each member of our community to behave responsibly and ethically (Student Conduct Rules).

We expect that students demonstrate these values and professional behaviour, both face to face and online, making genuine efforts to complete their studies successfully, arriving on time to class, taking part constructively in class discussions and activities, demonstrating appropriate professional and ethical conduct in all communication with UOW staff and community members, and submitting assignments on time (or completing a request for Academic Consideration in advance if needed).

Guiding Communication Principles for Students Moodle
Moodle Announcements will be the primary platform for communication of general information to students

- Students should ensure they regularly check the main announcements forum at the top of each subject's Moodle site. Information distributed via a Moodle Announcement MAY not be duplicated on any other forum on the Moodle site.
- Moodle Discussion forums pertinent to specific assignments may be used but will not replace or be used for overarching subject announcements.
    - Assignment discussion forums for specific assignments will be clearly labelled in the forum description to identify the purpose of the forum (e.g. 'Please ask any questions you have about Assessment Task 1 in this discussion forum') - students should check and ask any assignment questions on these forums and not through email.
    - The Moodle assignment discussion forums should always be used in the first instance when inquiring about assessment tasks.
- It is the student's responsibility to check all subject Moodle sites regularly for information and notifications.

SOLS messages will be used for all central communication relating to the following:

- Administrative matters relating to student enrolment
- Critical information relating to course or subject, e.g. Changes to assignments, policy updates, class cancellations or changes
- Timetable information
- Security and emergency information
- Students are encouraged to check SOLS messages daily as these messages are often of high priority

Appropriate Online Behaviour

The University is committed to providing a safe, respectful, equitable and orderly environment for the University community, and expects each member of that community to behave responsibly and ethically. Students must comply with the University's Student Conduct Rules and related policies including the IT Acceptable Use Policy and Bullying Prevention Policy, whether undertaking their studies face-to-face, online.

For more information on appropriate communication and etiquette in the online environment please refer to the guide Online and Email Etiquette.

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Commonwealth of Australia

Copyright Regulations 1969

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Hardcopies of this document are considered uncontrolled please refer to your Moodle site for the latest version.

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Section A: General Information

Learning Outcomes

Subject Learning Outcomes

On successful completion of this subject, students will be able to:

1. Explain the foundational concepts of vessel health and preservation and apply them to clinical care
2. Integrate clinical assessment to select the most suitable vascular access device based on patient condition and treatment duration
3. Communicate and implement current evidence-based practices within an interdisciplinary context to provide care for patients requiring intravenous therapy
4. Exhibit essential knowledge for the insertion and management of vascular access devices
5. Recognise and address vascular access device sites at risk of failure or infection using appropriate preventive and responsive strategies

Subject Description

The subject covers a comprehensive range of essential topics in vascular access pertinent to healthcare professionals inserting and managing vascular access devices (VADs). The course begins with an introduction to the principles of vessel health and preservation. It will emphasise the importance of infection prevention and knowledge of the vascular anatomy (and physiology), including the importance of the structure of blood vessel walls.

Students will learn about the application of various types of vascular access devices used in acute care, such as peripheral intravenous catheters, midline catheters, Peripherally Inserted Central catheters (PICCs), Centrally Inserted Central Catheters (CICCs) as well as tunnelled catheters that include implanted ports and and high-flow catheters for renal dialysis and apheresis. The subject delves into complex IV therapy in acute care, covering the use of intravenous fluids, blood products, and parenteral nutrition, as well as the impact of medications on blood vessel walls. Key areas will also include preventing infections, identifying and responding to complications, and promoting best practices in vascular access.

Course Handbook

Information about subject pre-requisites, co-requisites and restrictions as well as course completion requirements and Course Learning Outcomes can be found in the Course Handbook.

Subject Details: Practical Activities, eLearning, Readings and Materials

Subject eLearning

The University uses the eLearning system Moodle to support all coursework subjects. The subject Moodle site can be accessed via your SOLS page.

Safety Guidelines

The rules below are general rules that are required in the nursing laboratory and simulation areas.

- Please be on time for all simulation laboratories. Admission to the laboratory or simulation class will be closed 10 minutes after the scheduled commencement time. If you arrive late, you may not be able to participate in the laboratory or simulation session.
- All Reasonable Adjustment cases (Access Plans) must be discussed with the Subject Coordinator prior to commencing the activity.
- It is your responsibility to ensure that you sign your name on your specific class roll book located in the foyer area of the laboratory and simulation area, prior to entering your class.

- If you cannot attend or were excluded from your designated laboratory or simulation session, you must immediately contact your subject coordinator who will advise you about what you must do. Please refer to your subject outline about attendance requirements.
- Appropriate attire must be worn for every laboratory or simulation session. No access will be granted to the laboratory or simulation areas without appropriate footwear.
- Please see the Simulation Technician/Assistant if you need to move any equipment including the manikins, beds, tables or other equipment in the simulation / laboratory environment. Please do not move simulators or manikins from their beds without assistance.
- Any accident, injury or near miss, potentially dangerous, malfunctioning or accident-prone equipment, fixtures or situation has to be reported promptly to the Simulation Technician/ Assistant or your demonstrator. The university approved 'Hazard and incident report form' must be completed and forwarded to the Head of School.
- If you have any allergies to latex, hand soaps, dressings or any other materials you could be exposed to during your laboratory or simulation class, please inform the Simulation Technician/ Assistant or your demonstrator.

APPLIED Work Integrated Learning

This subject has 'Applied WIL'. Students in this subject will experience both coursework and a work-related opportunity that typically includes interaction and feedback with industry professionals.

Additional Subject Details

https://www.uow.edu.au/united-nations-sustainable-development-goals/sdg-subjects-and-courses/
This subject aligns with the United Nations Sustainable Development Goals (SDGs) and is part of UOW's SDG Portfolio which aims to ensure that our students are well informed global citizens that can continue to contribute to realising sustainable development through their studies and careers by being proactive, responsible and educated in relation to how realising the Global Goals will better the world.

Using Generative Artificial Intelligence (GenAI)

UOW is committed to embracing gen AI as a tool to enhance learning and development of important digital and work-readiness skills.

Your subject coordinator will provide specific guidance on the use of gen AI in your assessment tasks via your Subject Outline and/or your subject Moodle site. If gen AI use is permitted, it should be used thoughtfully, critically, and in ways that support your own learning.

Guidance on appropriate use of AI in assessments, including how to acknowledge GenAI can be found on the Using Generative Artificial Intelligence in Assessment website

You are responsible for all work you submit, and ethical use of gen AI is an important part of maintaining academic integrity. Misuse or unauthorised use may breach the Academic Integrity Policy .

Major Text(s)

Recommended Text for this subject:
Moureau, N. L. (2024). *Vessel health and preservation: The right approach for vascular access* (2nd ed.). Springer Nature.

If there is a textbook available for purchase, you can find the details at University Bookshop
https://unishop.uow.edu.au/

Recommended Readings and Other Resources

Students are encouraged to engage with the recommended eBook for this subject. In addition, each learning module includes its own set of recommended readings and supplementary resources, which are selected to support the specific topic areas.

These module-specific resources may include journal articles, clinical guidelines, professional standards, multimedia materials, and other evidence-based sources. All recommended readings and resources are provided via Moodle, and students are encouraged to use them to support learning activities, assessment tasks, and professional development.

This is not an exhaustive list of references. Students should also use the library catalogue and databases to locate additional resources.

Additional Materials

No additional materials are required for this subject beyond those provided or recommended. All essential learning materials, resources, and readings are made available via Moodle or identified in the prescribed and recommended readings for each module.

Lectures, Tutorials and Attendance Requirements

Lecture Times *

UOW may need to modify teaching locations, teaching delivery, and assessment delivery at short notice in response to unforeseen circumstances such as health or environmental factors.

For up-to-date information please refer to your subject's Moodle site.

Up to date timetable and delivery information is located at
http://www.uow.edu.au/student/timetables/index.html

You can access your personal timetable by logging into SOLS and selecting 'My Timetable'

Lecture Program *

Subject Content and Learning Activities
This subject is organised around a series of thematic learning modules that progressively build knowledge, clinical reasoning, and applied skills in vascular access practice. Rather than a fixed weekly lecture schedule, learning is delivered through online modules and structured learning activities, supported by regular face-to-face catch-ups to discuss course content, student progression, and assessment items.

Students should refer to Moodle for access to all learning materials and activities, including:
Online modules and recorded resources
Required and recommended readings
Interactive learning activities and discussion forums
Assessment details, submission links, and feedback

Subject content includes:
Foundations and evolution of vascular access practice
Vascular anatomy, physiology, and vessel health and preservation
Patient assessment, difficult intravenous access (DIVA), and escalation pathways
Device selection and evidence-based insertion principles
Infection prevention related to vascular access
Post-insertion management, complication prevention, and troubleshooting
Vascular access across paediatric, high-risk, and complex patient populations
Emerging technologies, innovation, and expanding scope of practice
Learning activities are designed to scaffold learning, integrate theory with clinical practice, and support reflective and evidence-based decision-making.

Recording of Teaching and Learning Activities

The University of Wollongong supports the recording of UOW educational content as a supplemental study tool, to provide students with equity of access, and as a technology-enriched learning strategy to enhance the student experience.

If you make your own recording of a lecture, class, seminar, workshop or any other educational session provided as part of your course of study you can only do so with the explicit permission of the lecturer and those people who are also being recorded.

You may only use educational content recorded through the delivery of subject or course content, whether they are your own or recorded by the university, for your own educational purposes. Recordings cannot be altered, shared or published on another platform, without permission of the University, and to do so may contravene the University's Copyright Policy, Privacy Policy, Intellectual Property Policy, IT Acceptable Use Policy and Student Conduct Rules. Unauthorised sharing of recordings may also involve a breach of law under the Copyright Act 1969.

Most lectures in this subject will be recorded, when they are scheduled in venues that are equipped with lecture recording technology and made available via the subject Moodle site within 48 hours.

Your Privacy - Recording of Teaching and Learning

In accordance with the Student Privacy & Disclosure Statement, and Lecture Recording Procedures when undertaking our normal teaching and learning activities, the University may collect your personal information. This collection may occur incidentally during the recording of lectures in equipped venues (i.e. when your identity can be ascertained by your image, voice or opinion), or via the delivery of online content therefore the University further advises students that:

- Lecture recordings are made available to students, university staff, and affiliates, securely via the Learning Platform;
- Recordings are made available only for the purpose for which they were recorded, for example, as a supplemental study tool or to support equity and access to educational resources;

If you have any concerns about the use or accuracy of your personal information collected in a lecture recording, you may approach your Subject Coordinator to discuss your particular circumstances.

The University is committed to ensuring your privacy is protected. If you have a concern about how your personal information is being used or managed, please refer to the University's Privacy Policy or consult our Privacy webpage https://www.uow.edu.au/privacy/

Recent Improvements to Subject

The Faculty of Science, Medicine and Health is committed to continual improvement in teaching and learning and takes into consideration student feedback from many sources including, direct student feedback to tutors and lecturers and responses to the Subject and Course Evaluation Surveys. Feedback is also used to inform comprehensive reviews of subjects and courses.

The School of Nursing at UOW is committed to continual improvement in teaching and learning. This subject is being delivered for the first time in 2026 and has been peer reviewed by vascular access specialists to ensure it is evidence-based, clinically relevant, and aligned with contemporary practice. Ongoing refinements will be informed by student feedback, University policies, and Faculty practices, and will contribute to future subject and course reviews.

Extraordinary Changes to the Subject Outline

In extraordinary circumstances the provisions stipulated in this Subject Outline may require amendment after the Subject Outline has been distributed. All students enrolled in the subject must be notified and have the

opportunity to provide feedback in relation to the amendment, where practicable, prior to the amendment being finalised.

Learning Analytics

Learning Analytics data (such as student engagement with Moodle, access to recorded lectures, University Library usage, task marks, and use of SOLS) may be used by the Subject Coordinator and your faculty's Head of Students to assist in analysing student engagement, and to identify and recommend support for students identified who may be in need of assistance. If you have questions about the kinds of data the University uses, how we collect it, and how we protect your privacy in the use of this data, please refer to https://www.uow.edu.au/privacy/

Section B: Assessment

Assessment Summary

Assessment Item	Form of Assessment	%
Assessment 1	Essay	S/US
Assessment 2	Presentation	S/US

Please note: Copies of student work may be retained by the University in order to facilitate quality assurance of assessment processes.

All assessments are due in Australian Eastern time. If you are not currently in Eastern Australia, it is important to check the local time – the following webpage will assist: https://info.australia.gov.au/about-australia/facts-and-figures/time-zones-and-daylight-saving.

Assessment 1: Essay - Critical Analysis of the Use of Artificial Intelligence in Vascular Access Practice and Education.

Marking Criteria	The marking criteria will be made available on the subject Moodle site. This assessment is graded satisfactory / unsatisfactory
Length	2000 words
Weighting	Satisfactory / Unsatisfactory
Assessment Due	27 Mar 2026 (Friday in Session Week 4) Final submission time: 11:30pm
Type of Collaboration	Individual assessment
Style and format	Essay format Use the APA 7 referencing system
Generative AI use	In accordance with the University of Wollongong Academic Integrity and Generative AI policies, students may use University-approved generative artificial intelligence (GenAI) tools to support the development of their own original work for this assessment. Permitted uses include improving clarity and coherence of expression, grammar and language refinement, structural editing, and assistance with organising ideas. GenAI tools must not be used to generate original academic content, including arguments, critical analysis, synthesis of evidence, or conclusions, nor to replace the student's own engagement with scholarly literature. All academic judgement and interpretation must remain the student's own work. Students are required to acknowledge any use of GenAI tools in their assessment submission. Students remain fully responsible for the accuracy, originality, and integrity of their submission.
Assessment submission	Online via Moodle This assessment task has been set up to be checked by Turnitin, a tool for checking if it has unreferenced content. You can submit your assessment task to Turnitin prior to the due date and Turnitin will give you an originality report. You can then make any changes that may be required and re-submit your final version by the due date.
Assessment return	15 working days following assessment due date
Detailed information	Artificial Intelligence (AI) tools, such as ChatGPT, Copilot, Elicit, and Perplexity, are increasingly utilised in healthcare to support learning, clinical reasoning, and governance. While AI can rapidly synthesise information, its accuracy, referencing, and ethical implications require critical evaluation. The aim of this assessment is to critically evaluate how AI tools generate, reference, and present information about vascular access. You will assess the accuracy, reliability, and scholarly rigor of AI-generated content and references compared to current evidence-based standards and professional guidelines.

Assessment 2: Presentation - Reflective Practice Oral Presentation Difficult Venous Access

Marking Criteria	The marking criteria will be available on the subject Moodle site This assessment is graded satisfactory / unsatisfactory
Length	Oral digital presentation (maximum 10 minutes)
Weighting	Satisfactory / Unsatisfactory
Assessment Due	15 May 2026 (Friday in Session Week 10) Final submission time: 11:30pm
Type of Collaboration	Individual assessment
Style and format	Digital Presentation
Generative AI use	In accordance with the University of Wollongong Academic Integrity and Generative AI policies, students may use University-approved generative artificial intelligence (GenAI) tools to support the development of their own original work for this assessment. Permitted uses include improving clarity and coherence of expression, grammar and language refinement, structural editing, and assistance with organising ideas. GenAI tools must not be used to generate original academic content, including arguments, critical analysis, synthesis of evidence, or conclusions, nor to replace the student's own engagement with scholarly literature. All academic judgement and interpretation must remain the student's own work. Students are required to acknowledge any use of GenAI tools in their assessment submission. Students remain fully responsible for the accuracy, originality, and integrity of their submission.
Assessment submission	Online via Moodle This assessment task has been set up to be checked by Turnitin, a tool for checking if it has unreferenced content. You can submit your assessment task to Turnitin prior to the due date and Turnitin will give you an originality report. You can then make any changes that may be required and re-submit your final version by the due date.
Assessment return	15 working days following assessment due date
Detailed information	This assessment develops reflective practice and clinical reasoning skills through analysis of a Difficult Intravenous Access (DiVA) experience. Students will evaluate clinical reasoning, teamwork, and outcomes within the context of evidence-based practice and governance frameworks. Students may base their reflection on: • a personal clinical experience, • a case study from the literature, • a published patient story, or • a workplace or simulation scenario relevant to DiVA practice. The aim is to demonstrate how reflective practice supports professional growth, enhances patient safety, and strengthens evidence-informed vascular-access care. **Recognition of Prior Learning (RPL)** Students who have completed the Principles and Practice in Difficult Venous Access Micro-credential within the past three years may be eligible for Recognition of Prior Learning (RPL) for this assessment. Evidence required: 1. Certificate of completion (UOW Micro credential)

Additional Assessment Information

Comprehensive information for each assessment item, including the task description, assessment criteria, marking rubric, and submission requirements, will be provided on the Moodle site under each assessment tab. Students are responsible for reviewing this information and ensuring they are familiar with the requirements for each assessment.

Minimum Requirements to Pass this Subject

To receive a clear pass in this subject, a satisfactory grade in all assessments must be achieved. In addition, failure to meet any of the minimum performance requirements is grounds for awarding a Technical Fail (TF) in the subject.
The minimum performance requirements for this subject are:
• attempt all assessment tasks

Hurdle Assessment

Subjects may include a hurdle assessment. A hurdle assessment is an assessment that requires a minimum level of performance as a condition for passing the subject. Examples include, achievement of a pass grade or above in a skills-based assessment or final examination. Hurdle assessments are applied to subjects to ensure students:

1. meet learning outcomes
2. demonstrate you can complete a task safely and/or meet professional standards.

For more on hurdle assessments see the Assessment and Feedback Policy Section 8: Hurdle Assessments (50-51-52).

Failure to meet a hurdle assessment requirement may constitute grounds for the award of a Technical Fail (TF) grade in this subject.

Should this subject contain a hurdle assessment, it will be stated under the specific assessment in Section B: Assessments.

UOW Grade Descriptors

The UOW Grade Descriptors are general statements that communicate what our grades represent, in terms of standards of performance, and provide a frame of reference to ensure that assessment practice across the University is appropriate, consistent and fair. Grade Descriptors are expressed in general terms so that they are applicable to a broad range of disciplines. Grade Descriptors are available here https://www.uow.edu.au/student/exams/results/. For more information on the UOW grade descriptors refer to the Teaching and Assessment: Assessment and Feedback Policy: Teaching and Assessment: Assessment and Feedback Policy

Assessment Learning Outcome Matrix

Learning Outcomes	Measures - Assessment weighting	
	Assignment 1: Critical Analysis of the Use of Artificial Intelligence in Vascular Access Practice and Education.	Assessment 3: Reflective Practice Oral Presentation â€“ Difficult Venous Access
	(50%)	*(50%)*
Explain the foundational concepts of vessel health and preservation and apply them to clinical care		✓
Integrate clinical assessment to select the most suitable vascular access device based on patient condition and treatment duration		✓
Communicate and implement current evidence-based practices within an interdisciplinary context to provide care for patients requiring intravenous therapy	✓	✓
Exhibit essential knowledge for the insertion and management of vascular access devices	✓	✓
Recognise and address vascular access device sites at risk of failure or infection using appropriate preventive and responsive strategies	✓	✓

Submission, Retention and Collection of Written Assessment

Assessed work must be handed in by the date and time listed under each assessment task. All assessment tasks must represent the enrolled student's own ORIGINAL work and must not have been previously submitted for assessment in any formal course of study.

Extensions

Students requesting an extension of time to submit an assessment task, deferred exam or exemption of a compulsory attendance requirement, must apply using Academic Consideration through SOLS. Students must apply before, or on the assessment/s due date and where evidence is required, students must provide evidence no later than three working days after the assessable item's due date for their request to be considered. **For information on the Academic Consideration Policy, eligibility requirements and how to apply, see**: https://www.uow.edu.au/student/admin/academic-consideration/

Late Submission of Assessment Tasks and Penalties

Assessed work must be submitted in by the date and time given. If an assessment is submitted late, it will be marked in the normal way, and a penalty will then be applied.

In the absence of an approved request for Academic Consideration in the form of an extension, assessment tasks must be submitted in line with the assessment instructions.

- An assessment task that is submitted late will receive a penalty of 5% of the total possible marks for each 24-hour period, or part thereof, that it is late.
- Work submitted after seven calendar days will not be marked and will be given a mark of 0.
- No assessment task can be handed in for a mark once the assessment task has been returned to students.

- Penalties accrue on each day that the assessment task is late, including Saturday, Sunday and public holidays

Note: Assessments must still be submitted to meet minimum performance requirements even though no mark is to be awarded.

Collection

Once your assignment has been marked and your Subject Coordinator releases results for the assessment you will be able to access feedback on your assignment within the assessment submission page on the Moodle site for this subject. This will include feedback within the marking guide, feedback comments and feedback files (where applicable) that provide you with your markers feedback on your written work. You will receive an automated notification that your assignment results are available for download / review within Moodle.

You can access feedback on your marked assignment on the Assignment submission page, when marks and feedback have been released to students, please note that the Feedback section appears at the bottom of the page

Your final mark in the assessment task will be posted within SOLS.

Feedback on quizzes, examinations and /or presentations:

Contact your lecturer/tutor/subject coordinator if you would like feedback on your assessment. In accordance with University Policy marked assignments will usually only be held for 21 days after the declaration of marks for that assignment.

Retention

The university may retain copies of student work in order to facilitate quality assurance of assessment processes, in support of the continuous improvement of assessment design, assessment marking and for the review of the subject. The University retains records of students' academic work in accordance with the University Records Management Policy and the State Records Act 1988 and uses these records in accordance with the University Privacy Policy and the Privacy and Personal Information Protection Act 1998.

Scaling

Marks awarded for any assessment task or part of any assessment task, including an examination may be subject to scaling at the end of the session. Marks will be scaled only when unpredicted circumstances occur and in order to ensure fairness of marking across groups of students. The method of scaling will depend on the type of scaling required by the circumstances. When scaling is deemed necessary, it will follow a detailed consideration by the Unit Assessment Committee and/or the Faculty Assessment Committee of the marks of the group of students concerned. Scaling will not affect any individual student's rank order within their cohort. For more information please refer to Finalisation of Student Results Policy for details.

Supplementary Assessment

Supplementary assessment may be offered to students whose performance in this subject is close to that required to pass the subject, and are otherwise identified as meriting an offer of a supplementary assessment. For information about eligibility criteria and the form and timing of supplementary assessments see the Supplementary Assessment Procedure

Review and Appeal of Academic Decisions

A student may request an explanation of a mark for an assessment task or a final grade for a subject consistent with the student's right to appropriate and useful feedback on their performance in an assessment task. A student may also seek further explanation for other academic decisions such as Academic Consideration, Supplementary Assessment or Credit for Prior Learning. If a student is not satisfied with the explanation, or have further

concerns, they may have grounds for a formal review. For further information refer to Review and Appeal of Academic Decisions Policy

Assessment Quality Cycle

The UOW Assessment Quality Cycle provides a level of assurance that assessment practices across the University are appropriate, consistent and fair. Quality assurance activities are undertaken to support the continuous improvement of assessment and promote good practices in relation to assessment design, marking and review of the subject prior to subsequent delivery.

Academic Integrity

The University's Academic Integrity Policy, faculty handbook and subject guides clearly set out the University's expectation that students submit only their own original work for assessment and avoid plagiarising the work of others or cheating. Re-using any of your own work (either in part or in full) which you have submitted previously for assessment is not permitted without appropriate acknowledgement. Plagiarism can be detected and has led to students being expelled from the University.

The use by students of any website that provides access to essays or other assessment items (sometimes marketed as 'resources'), is extremely unwise. Students who provide an assessment item (or provide access to an assessment item) to others, either directly or indirectly (for example by uploading an assessment item to a website) are considered by the university to be intentionally or recklessly helping other students to cheat. Uploading an assessment task, subject outline or other course materials without express permission of the University is considered academic misconduct and students place themselves at risk of being expelled from the University.

Students should visit the following University website and become familiar with the University's policy on plagiarism Academic Integrity Policy

Referencing

APA 7 referencing system should, unless otherwise specified for a particular assignment (check Details of Assessment Tasks), be utilised.

The APA Referencing Style is an author-date citation style. It has two main features:

- In-text citations, when you refer to another author's work you must cite your source by providing the last name(s) of the author(s) and the year of publication.
- The reference list which appears at the end of your assignment and includes a full description of each source you have cited, listing them in alphabetical order by the author's last name.

A summary of the APA 7 can be accessed on the Library website at https://uow.libguides.com/refcite/apa-7

Section C: General Advice for Students - Policies and Procedures

Student Services and Support

There are a range of services available to students that are provided free of charge. A good place to get to know services that may be of use to you is the Get Started @ UOW or search for "Get Started @ UOW". Services available include:

Service	Link to information about the service
Aboriginal & Torres Strait Islander	https://www.uow.edu.au/about/services/woolyungah-indigenous-centre/about-us/
Careers advice	https://www.uow.edu.au/student/careers/
Counselling	https://www.uow.edu.au/student/support-services/counselling/
Student Accessibility and Inclusion (SAI)	https://www.uow.edu.au/student/support-services/sai/
Information Tech.	https://www.uow.edu.au/its/index.html?ssSourceSiteId=getstarted
Study Skills	https://www.uow.edu.au/student/support-services/academic-skills/

Student Support Coordinator (SSC)

If you have a temporary or ongoing issue or a problem that is affecting your study, including issues that are related to belonging to an equity group, then the Student Support Coordinators may be able to help. There are Student Support Coordinators available to assist students who are studying at all UOW Campuses and in all UOW Faculties. Contact details can be found on the UOW website: https://www.uow.edu.au/student/support-services/coordinators/

Student Advocacy Service

The Student Advocacy Service (SAS) is free, confidential and independent service for all UOW students. The SAS provides advocacy and referral for a range of academic, procedural and administrative issues. For more information visit: https://www.uow.edu.au/student/support-services/advocacy/

AskUOW

AskUOW is your primary administrative and information contact during your studies.

Our purpose is to ensure students have access to the information they need, at the time they need it. We can help with a wide range of enquiries, including key topics such as:

- Applying for academic consideration
- Fees and scholarships
- Official documentation and student letter requests
- Student forms such as course transfer and leave of absence applications
- Student ID card issuance and replacement
- Subject enrolment
- Transport concession cards and Opal cards
- Updating personal details

Get instant answers 24/7 online using AskUOW. Log in with your UOW username and password.

For further support contact askuow@uow.edu.au or call on 1300 275 869 (1300 ASK UOW) or +61 2 4221 3927.

Library Services

Save yourself time and enhance your studies: connect with information specialists and resources anytime, anywhere.

- For Library support connect with Live Chat or contact the Library.
- For self-help see Frequently Asked Questions or browse Library guides to find information, databases and skills tutorials.
- Research consultations are available to UOW Postgraduate, Honours and Deans Scholar students.

Academic Integrity Policy

Academic integrity involves upholding ethical standards in all aspects of academic work, including learning, teaching and research. It involves acting with the principles of honesty, fairness, trust and responsibility and requires respect for knowledge and its development. The Policy can be found at: https://policies.uow.edu.au/document/view-current.php?id=26

Code of Practice - Research

This Code mandates the current policy and best practice relating to procedures for responsible research. The Code can be found at: https://policies.uow.edu.au/document/view-current.php?id=11

Honours Policy

This policy sets out the responsibilities of all parties involved in managing students undertaking Honours Programs. The Code can be found at: https://policies.uow.edu.au/document/view-current.php?id=36

The Code of Practice - Work Integrated Learning (Professional Experience)

The Code of Practice - Work Integrated Learning (Professional Experience) sets out what is expected from students, the University and Host Organisations in providing work integrated learning professional experience programs. It applies to professional experience programs that form the whole or part of a subject or course offered at the University. The Code assists in promoting a productive work integrated learning experience for students and in promoting relevant UOW Work Integrated Learning Design Principles. https://policies.uow.edu.au/document/view-current.php?id=12

Copyright Policy

The purpose of this Policy is to outline responsibilities and procedures regarding the use of third party copyright material, with the objectives of reducing staff and UOW exposure to the risks associated with the use of third party copyright material, assisting staff to make full legal use of the materials at their disposal by clearly identifying responsibilities and promoting copyright compliance. The Policy can be found at: https://policies.uow.edu.au/document/view-current.php?id=135

Course Progress Policy

The Course Progress Policy establishes the requirements, definitions and procedures to be used in determining the standards of acceptable course progress. The Policy can be found at: https://policies.uow.edu.au/document/view-current.php?id=30

Examination Rules and Procedures

The UOW rules and procedures outline exam conditions, student conduct in exams, and the procedures for exam management. Further information can be found here: https://www.uow.edu.au/student/exams/

Ethical Objection by Students to the Use of Animal and Animal Products in Coursework Subjects

This policy provides a framework for recognition of and responses to students' ethical or religious objection to animal use in coursework subjects at the University of Wollongong. For the purpose of this policy, animal use includes killing of animals in experimental work, dissection of animals that are already dead, use of animal tissues, use of animal-derived products (such as sera). These uses are relevant to teaching and assessment. Further information about this policy can be found here: https://policies.uow.edu.au/document/view-current.php?id=154

Coursework Rules

The Coursework Rules (hereafter the Rules) govern the admission, enrolment, progression through, and qualification for a coursework award offered by the University. Further information can be found here: https://policies.uow.edu.au/document/view-current.php?id=4

Human Research Ethics

The Human Research Ethics Committee protects the welfare and rights of the participants in research activities. Further information can be found here: https://www.uow.edu.au/research-and-innovation/researcher-support/ethics/human-ethics/

Inclusive Language Guidelines

UOW endorses a policy of non-discriminatory language practice in all academic and administrative activities of the University. Further information is available from: https://policies.uow.edu.au/document/view-current.php?id=239

Intellectual Property Policy

UOW's IP Intellectual Property Policy provides guidance on the approach taken to Intellectual Property (IP), including its ownership, protection and exploitation. Further information about the management of IP is available at https://policies.uow.edu.au/document/view-current.php?id=146

Review and Appeal of Academic Decisions Policy

UOW aims to provide a transparent and consistent process for resolving a student concern about an academic decision that has affected their academic progress, including a mark or grade. Further information is available at: https://policies.uow.edu.au/document/view-current.php?id=40

Student Academic Consideration Policy

The purpose of the Student Academic Consideration Policy is to enable student requests for academic consideration for assessable components of a subject to be evaluated in a fair, reasonable, timely and consistent manner throughout the University. **For information on the Policy, eligibility and how to apply see**: https://www.uow.edu.au/student/admin/academic-consideration/

The Student Charter - Your Rights and Responsibilities

The Student Charter is based on principles that guide all members of the University and that promote responsible partnerships within and beyond the University community. https://www.uow.edu.au/student/charter/

Student Assignment of Intellectual Property (IP) Policy

This policy applies to all Students (under-graduate and post-graduate) of the University of Wollongong (UOW). It may also apply to other persons by agreement. This policy sets out the approach taken by UOW in relation to Student assignment of intellectual property. Further information about this policy can be found here: https://policies.uow.edu.au/document/view-current.php?id=146

Student Conduct Rules

These Rules outline the required conduct of students of UOW, and direct staff and students to University Rules, standards, codes, policies, guidelines, procedures and other requirements which specify acceptable and unacceptable student conduct, and the management of alleged student misconduct.
https://policies.uow.edu.au/document/view-current.php?id=6

Teaching and Assessment: Assessment and Feedback Policy

The purpose of this Policy is to set out the University of Wollongong's approach to effective learning, teaching and assessment, including the principles and minimum standards underlying teaching and assessment practice. The Policy can be found at: https://policies.uow.edu.au/document/view-current.php?id=38

Teaching and Assessment: Code of Practice - Teaching

This Code is a key document in implementing the University's Teaching and Assessment Policy and sets out the specific responsibilities of parties affected in relation to learning, teaching and assessment, as well as procedures for teaching staff. The Code can be found at: https://policies.uow.edu.au/document/view-current.php?id=9

Teaching and Assessment: Subject Delivery Policy

This Policy sets out specific requirements in relation to the delivery of Subjects. The policy can be found at:
https://policies.uow.edu.au/document/view-current.php?id=39

Workplace Health & Safety Policy

The Workplace Health and Safety (WHS) unit at UOW aims to provide structures, system and support to ensure the health, safety and welfare of all at the campus. Further information is available from:
https://policies.uow.edu.au/document/view-current.php?id=177