The objective of the Inquiry into Level 1 Academic Misconduct is to determine if the allegation has been substantiated, the category of the failure and the appropriate responses in accordance with the Student Academic Integrity Policy.

1. **Notification**

   The Second Reviewer will:
   - set a date and time for the Level 1 inquiry
   - notify the student of the allegation and the inquiry by email
   - invite the student to respond to the allegation

2. **Inquiry**

   The Second Reviewer will:
   - provide an opportunity to the student to present their response
   - make a determination on whether the allegation has been substantiated
   - if the allegation is not substantiated, inform the student and staff member who made the allegation in writing of the outcome

3. **Determination**

   The Second Reviewer will:
   - determine the category of failure in accordance with the Academic Integrity Matrix
   - determine the consequences that align to the category

4. **Consequences**

   The Second Reviewer will:
   - notify the student and staff member who referred the matter of the outcome
   - send the report for the Academic Integrity Register (confidential.register@flinders.edu.au)
   - ensure consequences are put into effect

**NOTE:**
1. A student may request a review or appeal a determination in accordance with the Student Review and Appeal Policy and Procedures.
2. If it is determined at any time that the matter is Level 2 Academic Misconduct, the Second Reviewer may halt the inquiry and take action under Procedure 6.6 without reaching a formal determination. The student must be notified that the matter is being referred for action under Statute 6.4 – Student Conduct.
Handling Level 2 Academic Misconduct

If a matter is determined to be, or likely to be Level 2 Academic Misconduct, the Second Reviewer will prepare a report for the Deputy Vice-Chancellor (Students).

A matter is determined or likely to be Level 2 Misconduct

The Topic Co-ordinator/Reviewer will determine the appropriate reviewer basis table 6.3.ii in the Student Academic Integrity Procedures.

1. Notification

The Second Reviewer will:

- notify the student that the matter is being referred for action under Statute 6.4 – Student Conduct.

2. Report

The Second Reviewer will:

- prepare a report for the Deputy Vice Chancellor (Students)
- the matter will now be handled under the policy and procedure for Handling a matter under Statute 6.4 – Student Conduct

NOTE: A student may appeal a Level 2 Academic Misconduct decision by a Board of Inquiry in accordance with the policy and procedures for Handling a Matter under Statute 6.4 – Student Conduct.