

RESTRICTED

ENCLOSURE 3 TO
JOINING INSTRUCTIONS

DECLARATION FORM

1. I/We declare that:
 - a. The assignment is my/our own work
 - b. I/We have acknowledged the ideas of other authors (if any) following standard acknowledgement practices.
 - c. The assignment here submitted is original except for source material explicitly acknowledged. (*only for individual assignments*)
 - d. All members of the Syndicate have read and checked that all parts of the piece of work, irrespective of whether they are contributed by individual members or all members as the syndicate, here submitted are original except for source material explicitly acknowledged. (*only for syndicate assignments*)
 - e. The piece of work, or a part of the piece of work has not been submitted for more than one purpose (e.g. to satisfy the requirements in two different courses) without declaration.
 - f. The submitted soft copy is identical to the hard copy.
 - g. I/We am/are willing to answer any query raised by the academic staff in relation to this assignment at any time during the course.
 - h. I/We also acknowledge that I am/we are aware of the University's policy and regulations on honesty in academic work, and of the disciplinary guidelines and procedures applicable to breaches of such policy and regulations.
2. I/we declare that I/we have not distributed/ shared/ copied any teaching materials without the consent of the instructors to gain unfair academic advantage in the assignment/course.
3. We are aware that all members of the group should be held responsible and liable to disciplinary actions, irrespective of whether he/she has signed the declaration and whether he/she

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has contributed, directly or indirectly, to the problematic contents. (*only for syndicate assignments*)

5. I/We also understand that assignments without a properly signed declaration by the student concerned and in the case of a group project, by all members of the group concerned, will not be graded by the instructor.

Date:

Signature:

Name:

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Note: Remove unnecessary words, sentences, or portions as per the requirement.