

# Western Sydney University Microcredential Terms & Conditions

Updated: 28.06.2023

In addition to the OpenLearning Terms of Service and Privacy Policy, as a WesternX Learner, you acknowledge and accept the following Terms and Conditions for enrolment.

## Parties

1. The parties to this agreement are:
  - a. Western Sydney University (ABN 53 014 069 881), referred to as “WesternX” or “the University”.
  - b. You, being the person, whose details are provided at the time of enrolment, referred to as "the learner" or "you".

## Definitions

2. “Academic Integrity” means “A moral code of academia involving the use, production and dissemination of information in a respectful and responsible manner.” (Tertiary Education Quality and Standards Agency (TEQSA) Guidance Note: Academic Integrity). Further information and support materials on Academic Integrity are available at the following link:  
[https://www.westernsydney.edu.au/studysmart/home/study\\_with\\_integrity/what\\_is\\_it](https://www.westernsydney.edu.au/studysmart/home/study_with_integrity/what_is_it)
3. “Microcredential” or “MC” is a certification of assessed learning or competency, with a volume of learning less than an AQF award qualification, that is additional, alternate, complementary to or a component part of an AQF award qualification. (Australian National Microcredentials Framework).
4. “Microcredential Learners” or “Learners” means learners who are enrolled in one or more Microcredentials at the University. This may include enrolled the University students, staff, or other learners.

## Terms and Conditions of Enrolment

5. You acknowledge and agree that a Microcredential:
  - a. Is not a higher education award;
  - b. Is not a qualification recognised under the Australian Qualifications Framework;
  - c. Can be recognised as eligible for granting credit towards another program that leads to a qualification recognised under the Australian Qualifications Framework; or
  - d. Can be provided for the purpose of enabling you to undertake a program leading to a higher education award.
6. You acknowledge and agree that enrolling in a Microcredential does not make you an award student of the University, and does not entitle you to the rights and privileges granted to students by any legislation, by-law, rule, policy, or procedure governing or issued by the University. If you are current staff of the University, or a student

enrolled in an award program, enrolling in a Microcredential does not affect your status.

7. You agree to ensure that you have read any pre-requisites, start dates, delivery schedule requirements, system or resource requirements, and completion timeframes on the course landing page prior to enrolling in the course/microcredential.
8. You agree that any and all information you provide to the University at any time will be truthful, accurate, and complete.
9. You agree to behave with honesty, integrity, and responsibility, and to show courtesy, consideration and respect for others.
10. You agree to keep confidential any confidential information that you acquire during the course of your participation.
11. You agree that any and all Microcredential materials (including but not limited to any instructional material and assessment tasks) are protected by copyright held by the University. You agree that you will not copy or otherwise reproduce any such material without the University's written permission.
12. You acknowledge that you understand what constitutes academic misconduct such as plagiarism (including self-plagiarism), cheating, collusion, and fabrication or falsification of data. You agree not to engage in such behaviours and to act at all times with Academic Integrity.
13. You acknowledge that the University may use plagiarism detection software to aid in the detection of plagiarism and the output of generative artificial intelligence (AI) tools. When using generative AI tools in assessment tasks, you agree to acknowledge its use appropriately.
14. You accept that if you are found to have breached Academic Integrity, WesternX may (in addition to any other right or remedy under these terms and conditions) revoke any certificate or badge of completion, with no refund provided.
15. You agree that WesternX can contact you in relation to any Microcredential by email sent to the email address used to enrol.

## **Fees and Refunds**

16. You acknowledge that most courses and Microcredentials offered via WesternX are made available via a start-anytime model. Should a course or microcredential with a set start date need to be rescheduled, WesternX will contact you to offer a transfer to a new date or a full refund.
17. You agree to pay all applicable fees prior to commencement of any Microcredential. You agree that WesternX may refuse to provide you with the relevant Microcredential(s) unless and until the applicable fees have been paid in full.
18. You acknowledge that if you are enrolling in a Microcredential that has a set commencement date or delivery schedule and you cancel your enrolment less than 7 days prior to the course delivery date, you are not entitled to a refund of any fees paid.
19. You acknowledge and agree that if you breach any of these terms and conditions, WesternX may cancel your enrolment in any Microcredential and/or refuse to permit you to enrol in any other Microcredential. If WesternX does so, you will not be entitled to a refund of any fees paid.

20. You acknowledge and agree that if WesternX breaches any of these terms and conditions, its liability to you will be limited to the money you have paid to WesternX to undertake the relevant Microcredential.

### **Grievances and Complaints**

21. You acknowledge that you have read and understood the University [Complaint Management Policy](#).