Name: ______________________________     _____________________________        ________________
FAMILY NAME (Capital Letters)     Given Names     Student Number

Name of tutor: _________________________________
Day & Time of tutorial: ___________________

Assignment Number: _____
Due Date: ________________
Date Submitted: ________________

If the given name by which your tutor knows you differs from your name on university records, you should indicate both names above.

Your assignment should meet the following requirements. Please confirm this (by ticking boxes) before submitting your assignment.

☐ Above details are fully completed and clearly legible.
☐ Assignment is presented on A4 size paper and is neatly collated.
☐ Writing in the assignment is clearly legible or has been printed.
☐ Pages have been firmly stapled.
☐ Assignment contained within A4 plastic envelope or folder
☐ Assignment includes disk with machine readable programs & files relevant only to this submission
☐ Disk does not contain any viruses.
☐ Program testing has been carried out and test data with results provided.
☐ Assignment/program shortfalls are indicated in detail.
☐ You have retained a copy of both written submission and disk.
☐ Declaration below is completed.

All forms of plagiarism, cheating and unauthorised collusion are regarded seriously by the University and could result in penalties including failure in the unit and possible exclusion from the University. If you are in doubt, please contact the Unit Coordinator.

Declaration

Except where I have indicated, the work I am submitting in this assignment is my own work and has not been submitted for assessment in another unit.

_______________________________________
Signature

OFFICE USE ONLY
Date received
Marked by
Date marked
Marks/Grades