

# Students Appointment of Agents and Representatives Policy

## Section 1 - Privacy of Dealings

(1) Charles Sturt University's dealings with a student are regarded by Charles Sturt University (the University) as private. The University shall not disclose its dealings with a student to any other persons or body without the student's permission except as required by law.

## Section 2 - Agents

(2) A student has a common law right to appoint an agent to act for him or her. An agent is given authority by the student to act on his or her behalf, i.e. to make decisions for the student which are binding on the student.

### Conditions of Appointment

(3) The University shall only deal with a student's agent where:

- a. the appointment of the agent is notified to the University by the student in writing; and
- b. the notification clearly specifies the agent's authority to act for the student and in appropriate cases the period during which the authority is in force.

### Limitations of Appointment

(4) The University shall not deal with a student's agent where:

- a. the University's by-laws, rules and regulations stipulate that the student cannot be represented by an agent; and
- b. the student has to submit him or herself for academic assessment including the preparation of an assignment or other piece of work or the sitting of an examination.

## Section 3 - Representatives

(5) A student may appoint a representative to be an advocate for him or her. A representative may convey a decision or information on behalf of a student but cannot make a decision for the student.

### Conditions of Appointment

(6) The University shall only deal with a student's representative where:

- a. the appointment of the representative is notified to the University by the student either verbally or in writing as required by the University; and
- b. the notification clearly specifies the matter to which the representation applies.

## **Limitations of Appointment**

(7) The authority of a representative may be prescribed in particular situations by the by-laws, rules and regulations of the University.

## Status and Details

<b>Status</b>	Current
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