



ETHICS AND MALPRACTICE STATEMENT

Student Success: A journal exploring the experiences of students in tertiary education has aligned with the ethos and best practice guidelines developed by the [Committee on Publication Ethics](#) (COPE) for dealing with ethical issues in journal publishing and has adopted the COPE guidelines which the journal members (Advisory Board, editors and the journal manager) have agreed meet the purposes and objectives of the Journal.

Recognising our ethical and other responsibilities, we take all possible measures against malpractice and we are committed to ensuring that reprint, advertising or other commercial revenue or political gain has no impact or influence on editorial decisions. We publish papers based only on their quality, importance, originality, and relevance to our remit.

We evaluate manuscripts for their intellectual content without regard to race, gender, sexual orientation, religious belief, citizenship, ethnic origin, or political philosophy of the authors. We are committed to ensuring ethics in publication and high quality of scholarship. Conformance to standards of ethical behaviour is therefore expected of all parties involved: Authors, Editors, Reviewers, and the Publisher.

Authors: By submitting a manuscript, the author(s) warrant that the manuscript is their own, original work and that it has neither been published previously nor is currently being considered for publication elsewhere. Submitting the same manuscript concurrently to more than one journal is unacceptable. Authors should cite publications that have been influential in determining the nature of the reported work. Plagiarism in all its forms constitutes unethical conduct and is unacceptable. The corresponding author should ensure that there is a full consensus of all co-authors in approving the final version of the paper and its submission for publication.

Editors: The editors of this journal will evaluate manuscripts exclusively on the basis of their academic merit and fit with the journal's themes. The editors are responsible for deciding which submitted papers should be published. The editor and any editorial staff must maintain confidentiality and not disclose any information about a submitted manuscript to anyone other than the corresponding author, reviewers, potential reviewers, other editorial advisers, and the publisher. The editors will not use unpublished information in their own research without the express written consent of the author. Editors should take reasonable responsive measures when ethical complaints have been presented concerning a submitted manuscript or published paper.

Reviewers: This journal uses a blind peer review process which assists in making editorial decisions. The review process usually takes 4-6 weeks. Any manuscripts received for review must be treated as confidential documents. Privileged information or ideas obtained through peer review must be kept confidential and not used for personal advantage. Unpublished materials disclosed in a submitted manuscript must not be used by reviewer without the express written consent of the author. Reviews should be conducted objectively, and observations should be formulated clearly with supporting arguments. Reviewers should not consider manuscripts in which they have conflicts of interest resulting from competitive, collaborative, or other relationships or connections with any of the authors, companies, or institutions connected to the papers. Peer reviewers' identities are protected as are authors.

Dealing with unethical publishing behaviour

The Editorial team take all reasonable steps to identify and prevent the publication of papers they suspect of publishing misconduct. Authors are expected to be aware of, and comply with, best practice in publication ethics which may include authorship, dual submission, plagiarism, manipulation of figures, competing interests and compliance with policies on research ethics. These best practice principles and guidelines are on the [policies](#) webpage

Student Success uses [iThenticate](#) - plagiarism detection software - and may utilise the software if the editorial team or the reviewer/s have concerns about original content.

Each suspected case of misconduct is considered individually by the Editorial team, but possible action to address the misconduct may include the following:

1. Communication with authors for clarification.
2. Further investigation when indicated.
3. Notification of department and institutional/school authorities.
4. Publication of a notice of retraction in the journal.
5. Communication with other relevant journal editors.

By submitting an article to *Student Success* you agree to comply with this statement.

**If you have any concerns about potential misconduct, please email the journal:
journal@unistars.org Address correspondence to the Journal's Editor-in-Chief, Professor
Karen Nelson.**