

Definitions for Use with Trainee Policies and Guidelines



INSTITUTE of
PROFESSIONAL
LEGAL STUDIES

AAC means the Assessment Appeals Committee, as convened from time to time within IPLS.

Chief Executive means the person appointed to that role within the Council.

Code means the Code of Practice for the Pastoral Care of International Students.

Council means the New Zealand Council of Legal Education.

Direct discrimination is where a person is treated less favourably than another in the same or similar circumstances.

Disability means any restriction or lack of ability (resulting from an impairment, and caused by an injury or congenital condition) to perform an activity in the manner or within the range considered normal for a human being.

Dishonest conduct includes but is not limited to:

- a. discussing any aspect of an assessment with any other person including any other trainee but not including an instructor, and
- b. in the case of a written assessment, consulting any material, texts or information other than IPLS materials and precedents.

Employee means any individual employed by the Council, whether working for the Council or IPLS.

Impairment means any loss or abnormality of psychological, physiological, or anatomical structure or function, which may result in a disability.

Indirect discrimination is where there is a condition or requirement imposed which unfairly excludes or disadvantages a certain group of people.

Instructor means a person who teaches the IPLS full-time onsite course or part-time online course.

Insurer means any New Zealand or overseas insurance company who provides medical and travel insurance to an international trainee, and who meets the criteria set out in the Medical and Travel Insurance Policy.

Intake means the course in which any particular trainee is enrolled in for study.

International Trainee means a person enrolled with IPLS who does not hold New Zealand or Australian residency.

IPLS means the Institute of Professional Legal Studies.

Ministry means the Ministry of Education.

National Director means the person appointed to that role within IPLS.

Online instructor means a person who teaches the IPLS online course.

PA means the person appointed as Personal Assistant to the National Director of IPLS.

Personal information means information instructs, tells or makes (another) aware about an identifiable individual (*Commissioner of Police v Ombudsman* [1988] 1 NZLR 385).

Plagiarism means the copying or paraphrasing of all or part of another person's work and passing it off as one's own without clear attribution, for example:

- Using a former trainee's notes, exercises or precedents at any time during the course and passing them off as your own work.
- Submitting an opinion or research project without clearly attributing the original material to the author and passing it off as your own work.

Primary Contact means the person appointed to that role within the relevant centre of IPLS.

Regulations mean the New Zealand Council of Legal Education Professional Legal Studies Course Regulations 2004, together with any enacted amendments.

Senior Instructor means the person appointed to that role within IPLS.