

“ I have been accused of Academic Misconduct ”

What to do...

When Accused of Academic Misconduct

1.

Academic Misconduct is defined as (intentional or careless) conduct in an assignment in a way that would give you an unfair advantage over another student

Examples of Academic Misconduct include:

- Plagiarism - The unacknowledged corporation of ideas or extracts in an assessment
- Collusion - A student has used work written by another with the knowledge of that person
- Cheating - A Student has used prohibited materials in an exam room, or has passed off another person's work as their own.
 - Falsifying the results of lab or fieldwork
- Impersonation of another Student in an Exam or other assessment. Conspiring for someone to do this for you is also misconduct
 - Making false statements to defer an assessment
 - Deliberate misrepresentation of ideas

2.

If you have received an allegation of Academic Misconduct you will be called into a meeting with members of the Programme Team. They will present the allegation to you and you will be invited to comment. If the staff in the meeting conclude that you have explained it satisfactorily then the case may be dismissed. If they believe there is still a case, then a formal investigation will take place.

3.

If this happens you will be notified in writing and you will be asked to reply within 10 working days (although sometimes this may be less). In this response you will either deny or admit to the allegation and will have the chance to add any information regarding the circumstances of the accusation. The letter will also inform you of the time and location of the hearing panel and that you are invited to attend, to have your voice heard in person. This panel will occur even if you are not there, unless you request that it is deferred due to extenuating circumstances.

4.

Following the panel you will receive written notification of the outcome. Penalties are always accompanied by a formal warning and can range from a mark of zero with 1, 2 or no opportunities for retrieval (submitting another assignment to that module) for that module or all modules. In extreme cases it could mean a termination of studies.

