Section 10 Academic Misconduct. Overview of the Process

Alleged Academic Misconduct reported by Module Leader (ML) to Academic Standards Team (AST). Regulation 10.46

Casework is assessed according to Table of Penalties (Appendix 1)

Category 1
Student's 1st or 2nd offence.
Table of Penalties indicates Category 1 Offence. AST & ML determine penalty.
AST writes to student giving details of offence and options to proceed (Reg 10.48).
Student has 10 working days to respond.

Student admits allegation and accepts penalty.

Case closed.
No right to appeal.

Student admits offence but contests penalty.

Case moves to Academic Misconduct Meeting

Student denies allegation.

Case moves to Academic Misconduct Meeting.

Academic Misconduct Meeting
Considers all evidence and determines outcome and/or penalty. Student and ML informed of outcome (normally within 10 working days).

Student has right of appeal (Reg 10.73)

Category 2
Table of Penalties indicates Category 2 e.g. 3rd or subsequent offence, or following academic misconduct meeting.

Academic Misconduct Panel Hearing convened by AST.
AST writes to student explaining requirements/options.

Once hearing date is confirmed, panel booked and evidence gathered, AST writes to student again confirming details as per Reg 10.63.

Hearing meets, considers all evidence and determines outcome and/or penalty. Student and ML are informed of outcome (normally within 10 working days).

Student has right of appeal (Reg 10.73)

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