ACADEMIC MISCONDUCT PROCEDURE
work submitted for marking

Work shows **minor instances of poor academic practice**
e.g. poorly phrased paragraph

Work assessed normally with reference to
departmental marking schemes,
highlighting poor practice and deducting
marks as appropriate

End of process

Marker suspects offence
Regulations on Academic Misconduct:
s1(2) for definition of types of offences
s1(7)-(8) explains minor/major offence

Request to investigate submitted to Academic
Investigations detailing reasons for suspicion
and supporting evidence

Academic Investigations send out
invitation to Academic Misconduct Panel
(at least 7 days’ notice)

Academic Misconduct Panel meeting takes place. Panel decides, based on
evidence, if academic misconduct proven

No academic misconduct found

End of process

Minor academic misconduct found.
(s1(7) regs)

Penalty may be imposed
(s2(7) and in addition
student required to
complete a package of
support, including
Moodle ‘Avoiding
Plagiarism’ course

Student notified:
End of process
(Appeal deadline 15
working days)

Major academic misconduct found
(s1(8) regs).

Penalty imposed (s6(4))
and student notified/
penalty applied

Student notified:
End of process
(Appeal deadline 15
working days)

Major academic misconduct found
And **implications are ‘grave’** (s6(4)(c)

Referred to Senior Vice-Principal for decision on penalty

Investigating Officer will notify referral to student,
and ask for response/mitigating circumstances

Senior Vice-Principal
decides appropriate
penalty based on evidence
and investigating officer’s report

Student notified:
End of process
(Appeal deadline 15
working days)