

SOURCES OF SUPPORT

We know that receiving an allegation of academic misconduct can be a shock and cause considerable anxiety. Extensive guidance has been made available to you in your case file which should answer many of the questions you may have around the process, and should mean you know what to expect.

We try to resolve cases as quickly as possible and keep you informed of the progress of your case. Unfortunately, at peak periods of the year, this can take longer than we would like as we respond to a large volume of cases. Please be assured that we try very hard to complete the investigation in your case as swiftly as possible so that there is the least possible disruption to your academic progression.

If you do have any questions about the process, you should email AcademicMisconduct@rhul.ac.uk and we will be happy to address any queries.

Listed below are details of other areas of support offered by the College which we strongly advise you take advantage of.

Academic Support

Your Personal Tutor

We recommend that you contact your Personal Tutor as soon as you receive an allegation of misconduct. Your tutor will help you to consider the allegation and what this means for you. They will also be able to provide advice as to how to avoid any repeat offences.

The allegation is raised by the marker of your assessment and as such, they will be unable to discuss the details of the allegation with you. The marker will not be involved in the decision on your case and you should therefore not approach them to contest the allegation or to try and influence the outcome of the investigation.

If you do not know the details for your assigned personal tutor, or are unable to contact them, please report this to your School Helpdesk.

Moodle course - [Avoiding Plagiarism](#)

The Avoiding Plagiarism course is available to all students and can be found on Moodle. Just enter Avoiding Plagiarism in the search bar to locate the pages.

This is a comprehensive course which will explain to you what good academic practice is and how you ensure that you meet these requirements. There is a comprehensive section on academic referencing and why this is important.

There is a short quiz at the end of the course to assess your understanding of the topic which we recommend that you take. The mark is not recorded and there are no consequences if you do not pass the test. You are able to take the test as many times as you need to.

The Library

[The College Library](#) offers a range of support for students to address their learning and understanding of referencing:

- 1:1 support - Each school has a specialist librarian to help you find resources for assignments, as well as help you reference them accurately. If you would like 1-to-1 support, then you can book personal appointments with Information Consultants that specialise in your subject. The support offered to you is personal, and your 1-to-1 will be tailored to your needs.
- Referencing support and activities on the Library Space Moodle page.
- Webinars on Referencing located on the Library Space Moodle page.

The Centre for the Development of Academic Skills (CeDAS)

[CeDAS](#) provides a range of services that can support students. They offer group sessions, 1:1 tutorials, drop-ins and resources tailored to studying in your subject area. These activities, delivered both online and in-person, address key aspects of academic writing and communication, maths, stats, numeracy, and studying independently.

CeDAS will also support you in obtaining a College recommended proof-reader, should this be required for your dissertation.

College Regulations

[College Regulations](#) are accessible to all students through the student intranet. The Regulations outline the rules and requirements which the College, and its students, are required to adhere to. You should have been provided with a copy of the Regulations on Academic Misconduct in your case file, however, to access the other Regulations, please visit these webpages.

Personal and Wellbeing Support

The RHUL Student's Union (SU) Advice Centre

[Students Union Advice Centre](#) The SU is a free and independent, student run service that will provide you with specific advice and guidance about your case. They will listen to the details of your case, advise you of the process and provide advice about the information you should submit to the panel and what you can expect. The SU are familiar with the processes and the Regulations, and will help you to understand any decisions made and why. The SU are also able to provide you with support at the meeting, should you request this.

Wellbeing: Support & Guidance

The [College Wellbeing Service](#) provides a range of services to help you manage your wellbeing. We recognise that receiving an allegation of this nature and the prospect of attending a meeting with the panel can be daunting and cause you anxiety. We therefore recommend you make contact with the Wellbeing team who are fully aware of the procedures and the impact this has on a student's wellbeing.

The team will enable you to get the right help from the most appropriate person or team. Please get in contact with them if you are feeling worried, upset or uncertain. You will be offered a drop-in or triage appointment with a Wellbeing Adviser who will listen to your concerns. The Wellbeing Advisers will then work with you to develop the support or self-help guidance you will benefit from. This may include putting you in touch with more specialised or clinical services in the department (or externally) who can offer specialised or therapeutic interventions.

Disability & Neurodiversity Team

The [Disability & Neurodiversity Team](#) support all students who have disclosed a disability, long standing medical condition, specific learning difficulty or mental health condition.

They provide advice and guidance to students to help them navigate services and obtain support for their disability or condition. The advisers will help co-ordinate the right support for you including liaising with your academic department, external providers or specialist support services. To access their support you need to declare your disability and register with them. They can then work with you to implement appropriate support as soon as possible.

Sometimes, it is going through the Academic Misconduct process that helps students to recognise that they are facing difficulties with their studies. If you think this may apply to you, we strongly advise you contact the Team for advice on assessing the challenges you are facing and how they may be able to provide support.