

RVC Student Academic Misconduct Procedure

Academic Staff

Academic Misconduct detected. Marking STOPS. Sense check completed with second academic.

Second academic in agreement. Section 1 of Academic Report Form (AM02) sent to the Exams Officer. Exams Officer completes section 2. The form and case evidence is forwarded to SRC.

Case NOT agreed by Sense Checker

Marking should continue as normal by the Exams Office.

Referred to Reminder Meeting

Referred to AM Procedure. The marks are withheld.

Case referred to a independent facilitator

Facilitator agrees there is a case and completes Section 1 of AM02 submitting the form to the Exams Officer to complete section 2. The marks are withheld. The form and case evidence is forwarded to SRC.

Facilitator agrees there is no case and closes formal process. Marking should continues as normal by the Exams Office .

Case referred to another procedure or deemed not eligible

CASE TRIAGED TO SRC

SRC compiles the case and informs the reported student

Not Justified

Meeting held with the Reporting Student and Academic Decision Maker

All proven cases receive Penalty Level 0 – Formal Warning

Marking process is completed and marks released

Academic Decision Maker determines Poor academic scholarship or intent to deceive

End - No further action

Outcome - No further action

Academic Decision Maker applies the penalty using the penalty points system and if applicable, considers referral to Fitness to Practise (FtP)

Refer to Panel for cases that are not applicable to the penalty points system

Outcome - No further action

Outcome issued to student

Academic Misconduct Panel Convened

Marking process is completed and marks released

Academic Panel refer case to Fitness to Practise Procedures

Final Formal Review

Outcome - No further action

Case Justified/ part justified

Case Not Justified

Outcome - No further action

COP Issued

Office of the Independent Adjudicator (OIA)

