



Malpractice in University Assessments

(Annex 2 of the procedure relating to Cheating, Plagiarism, Fraudulent or Fabricated Coursework and Malpractice in University Examinations and Assessments)

The University is concerned to address offences that, while they may not fall under the strict definitions of cheating or plagiarism nevertheless may undermine the integrity of the University's academic assessments.

Malpractice in University Assessments (that is work which is submitted for assessment, including work that contributes to the mark for a module or for any University award or for the classification or award but which does not form part of a University Examination) is defined as a candidate's attempt to mislead or deceive the examiners concerning the work submitted for assessment.

The following list of examples of malpractice is not exhaustive and some are closely related to the specific provisions for plagiarism or fraudulent and fabricated coursework.

1. Group A

- Theft of the work of other students
- Submitting assignments obtained from others, whether within or without the University, including on a commercial basis, and including from essay mills
- Fabrication of results or of evidence
- Theft or misrepresentation of identity (which includes requesting others to undertake an assessment)

Offences falling under this group could be compared with cheating in Examinations and could be characterised by the following:

- the student is unlikely to have misunderstood the offence;
- there may be an element of premeditation;
- there are echoes of common criminality;
- successful commission of the offence would significantly undermine the academic assessment processes and procedures and is likely to give a clear advantage to the dishonest over the honest student;
- the offence applies to significant submissions.

Penalties

Accordingly, offences falling under this group should be addressed as serious or very serious. It is expected that such cases will need to come to the Committee, although subject to consultation with the Office these might be resolved by the School (maybe if the scale of the offence is small i.e. a small section of a 10-credit assessment). It is expected that the minimum penalty would be zero for the module with a requirement to resubmit the element concerned to pass standard with the mark of zero for the module being retained, although there is every probability that a greater penalty will be imposed.



2. Group B

- Misrepresenting or defaming the work or opinions of others
- Resubmitting one's own work or part thereof when any of this has been submitted for marks or credits even if in a different module or for a different qualification or completed prior to entry to the University without specific written permission to do so from the University staff concerned
- Submitting the same work to satisfy the requirements of two assessments
- Colluding with others to submit work which is not entirely one's own except where this is permitted or required for the specific assignment concerned
- Making or causing to be made a fraudulent statement concerning the work submitted for assessment or the student's candidature for assessment or examination (this is also intended to address the false signing of a declaration of integrity)

Penalties

Offences in this group could be characterised as lesser than those of Group A and may be less clear cut. Consideration of such offences is likely to require careful judgement both to determine with certainty the offence itself and to decide upon the penalty. The latter may, in large measure, be determined by the standing and experience of the student. The penalties are less readily predicted but it is likely that, except for the most egregious cases (and of course those that are denied) determination will fall to the School.

3. Group C

- Knowingly aiding another student to copy one's own work or the work of others. (This is not meant to prevent the desirable practice of one student allowing another to learn from their work. Encouraging or assisting practices that could give rise to plagiarism is, however, not permitted.)

Penalty

It is possible that this will be addressed by discussion at least in the first instance but it may be necessary to seek advice from the Office.

4. Group D

- Any breach of University or School Examination or Assessment rules which may or may not encompass any of the above
- Conspiring with others to commit any of the above

In these and many of the instances listed above it will be necessary to seek advice from the Office, especially to ensure that a broadly consistent approach is being adopted across the University.