Appendix 3  Academic Integrity: Tariff of Penalties

Penalty #1: (not available for allegations relating to examinations)
Available at pre-foundation and foundation level for a first upheld offence
Available for a first offence where a student as admitted, or is found to have supplied their work to another or where there is a failure to safeguard work *
•  The student is issued with an official warning *
•  The submission is marked as presented ignoring offending paragraphs
•  Subsequent option for Tutor Reassessment remains available if a pass mark for the assessment is not achieved
•  The offence is recorded on ASIS but does not appear on the student’s transcript*
•  The student is referred to the AST *

Penalty #2: (not available for allegations relating to examinations)
Available at pre-foundation and foundation level for second upheld offence when the earlier offence would normally have attracted the standard Penalty #1
Available at intermediate or honours level for first upheld offence provided that the assessment is worth 10% or less of the overall module
•  A mark of 0% Fail is recorded for that assessment
•  The assessment is repeated as a Tutor Reassessment. If no provision is made in the module specification for TR or if time does not permit a TR to be completed before the Board the assessment is repeated as a formal referral in the resit period
•  The offence is recorded on ASIS but does not appear on the student’s transcript
•  The student is referred to the AST

Penalty #3:
This is the lowest available penalty for an upheld offence relating to an examination
This is the lowest available standard penalty for a first upheld offence at M level
This is the lowest available standard penalty for a first upheld offence where the assessment is worth 10.01% or more of a module at I or H level
This is the lowest available standard penalty for a second upheld offence at I or H level when the earlier offence would normally have attracted the standard Penalty #2
•  A mark of 0% Fail is recorded for the overall module
•  The full set of module assessment tasks are repeated in full in the next academic session
•  The offence is recorded on ASIS and appears on the student’s transcript
•  The student is referred to the AST

Penalty #4:
This is the lowest available standard penalty when the earlier offence would normally have attracted the standard Penalty #3
•  A mark of 0% Fail is recorded for the overall module
•  The student cannot repeat this module or substitute it (this will normally require the student to leave the course)
•  The offence is recorded on ASIS and appears on the student’s transcript
•  The student is referred to the AST

Penalty #5:
This is the lowest available standard penalty when the earlier offence would normally have attracted the standard Penalty #4
•  A mark of 0% Fail is recorded for the overall module
•  The student is excluded from the University but can keep any accrued credit
•  The offence is recorded on ASIS and appears on the student's transcript