Academic Misconduct - process flow chart

Goldsmiths
UNIVERSITY OF LONDON

Step One
Marker suspects academic misconduct and submits evidence to the Head of Department or nominated senior academic (NSA)

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Step Two
Head of Department or NSA considers evidence and will either dismiss the allegation or decide further investigation required

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If further information is required, the Head of Department or NSA writes to student setting out allegation and requesting a response and any supporting evidence

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Step Three
Head of Department or NSA considers the student response and will either decide that either A, B or C applies

→ A - No case to answer. Allegation dismissed

→ B - That a minor technical incidence has occurred, no hearing is required, meet with student to discuss good academic practice

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C - Further investigation appropriate – refer case to Chair of the Board of Examiners or NSA. Inform student that a hearing will be convened and they will be invited to attend by a Chair of the Board of Examiners

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Step Four
Chair of the Board of Examiners or NSA will convene a Hearing Panel to consider the evidence and hear testimony and will either decide that either A or B applies

→ A – Case dismissed

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B – Penalty imposed

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Student informed

→ Student accepts

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Step Five Student appeals with fresh evidence or on permitted grounds