

**1. Principles**

- 1.1. We place great value in our culture of honesty and mutual trust and expect you to conduct yourself in a way that upholds these values. Part of your study is to develop key skills such as critical thinking, evaluating evidence and the ability to develop your academic writing. Ensuring that academic integrity is observed means that marks and academic credit are awarded for work which accurately demonstrates your true efforts. Academic integrity is individually and collectively upheld by all members of our community.
- 1.2. We assess your performance to make sure you have met the learning outcomes for your modules and course. We describe this assessment as 'formative' or 'summative.' The results of summative assessment contribute to your module mark while formative assessment is important to let you know how you are doing and any areas for development.
- 1.3. We define Academic Misconduct in the way described by the Office for Students, so it is "any action or attempted action that may result in a student obtaining an unfair academic advantage in relation to an assessment, including but not limited to plagiarism, unauthorised collaboration and the possession of unauthorised materials during an assessment." We provide examples of types of academic misconduct in Section 3 below. We would normally pursue matters of suspected Academic Misconduct where these occur in summative assessments. Where your module leader identifies potential for Academic Misconduct in formative assessment work, you can be directed to support to improve your academic practice.
- 1.4. We take reasonable steps to ensure the academic standards of our awards by:
  - a. providing you a high-quality academic experience;
  - b. making sure you understand our expectations of you as a learner, including the actions which will result in a disciplinary allegation and the likely penalties;
  - c. having a clear and fair way to handle suspected academic misconduct. This includes making sure everyone involved in deciding your case is trained and has no conflict of interest.
- 1.5. To establish that academic misconduct has taken place, the evidence against you must meet the balance of probabilities. This means that the evidence shows it is more likely than not that you did what has been alleged.
- 1.6. We take a strict liability approach to determining academic misconduct. Strict liability means that if the case against you is established on a balance of probabilities, you will have committed academic misconduct whether your actions were planned or accidental.
- 1.7. We have the burden of proof. This means that it is for us to establish that you did what has been alleged. You will be given reasonable opportunities to explain your behaviour and, as relevant, present evidence in support of your explanation. For example, we will likely ask you for your notes, draft assessment plan, or earlier versions of your assessment to show how you developed your work into the final submission.
- 1.8. Although we take a strict liability approach to academic misconduct, we can consider your intentions when determining what penalty may be applied, if academic misconduct has occurred.
- 1.9. Identifying suspected academic misconduct will usually require an academic judgment which must be evidence-based. This means that the evidence must relate to the specific type of academic misconduct that is alleged. However, deciding questions of fact or the penalty to apply will not require academic judgment. We may investigate anonymous allegations of academic misconduct.

- 1.10. In accordance with UK legislation, we protect the right to free speech. We take as a starting point that all speech is lawful, i.e. 'within the law', unless restricted by law. This includes provisions of the Equality Act 2010 prohibiting discrimination. It also includes common law on confidentiality and privacy. Therefore, whilst freedom of speech within the law is protected, unlawful speech is not. Free speech includes lawful speech that may be offensive or hurtful to some. Speech that amounts to unlawful harassment or unlawful incitement to hatred or violence (for instance) does not constitute free speech within the law and is not protected.
- 1.11. As we have an Exceptional Circumstances process, we do not accept exceptional circumstances to be used as an explanation for academic misconduct.
- 1.12. Disability is not a justification for academic misconduct but may be taken into account when deciding whether to continue with an allegation, and/or processing your case, and/or setting a penalty. If you can demonstrate that your behaviour linked to an allegation of academic misconduct is related to a disability, we may refer you to our support for (or fitness to) study process. We encourage early disclosure so that we can take your disability into account and in considering any suspected academic misconduct.
- 1.13. We do not routinely record meetings that take place as part of an academic misconduct case. However, meetings are attended by a notetaker, and you will receive a copy of these notes. If you have agreed reasonable adjustments in place and require a meeting to be recorded, you must tell us at least three working days before any meeting. Where we decide to make an audio recording of a meeting, you will be provided with a copy of the recording for your own personal use.
- 1.14. The applicability of these Regulations under the University's Collaborative Provision arrangements is detailed in Schedule A.
- 1.15. Any designated role (e.g. Head of School or Director of Programme) within this regulation will be taken to include 'or nominee'.
- 1.16. You are expected to read and understand these Regulations, including familiarising yourself with any updates made during your studies.
- 1.17. At all times the application of these academic misconduct regulations will meet the expectations of UK Data Protection law and General Data Protection Regulations. This means that information about academic misconduct cases is kept confidential as far as possible and disclosed only to those investigating or deciding a case. We do not routinely disclose that you have been subject to an academic misconduct investigation unless required to do so as part of a lawful request made by an authorised external agency or organisation.

## **2. Types of Academic Misconduct**

- 2.1. Poor academic practice (or poor scholarly practice) can happen where you fail to follow an academic convention but you did not attempt to gain an unfair advantage, for example, having attempted to reference your work, but not following the expected referencing style (such as Harvard or APA). Poor academic practice is usually a result of a lack of adequate study skills and knowledge of academic conventions.
- 2.2. **Plagiarism** is presenting someone else's work or ideas as your own. This includes self-plagiarism which involves submitting the same work that you have previously submitted for another assessment where this is not allowed. This may also include the use of Artificial Intelligence (AI) tools beyond what is permitted in the assessment instructions.
- 2.3. **Unfair academic advantage** is any attempt to suggest you have gained knowledge, skills, understanding, or qualification that you have not achieved. For example,

presenting the work of somebody else as your own, attempting to gain additional support that you are not entitled to, or making an untrue statement on any of our forms or documents (such as an application form, an Academic Appeal form, or an Exceptional Circumstance claim).

- 2.4. **Contract cheating** is having another person complete an assessment for you (whether a whole assessment or a part). This type of misconduct is also known as using an essay mill or ghost writing and includes buying work online.
- 2.5. **Theft** includes taking a copy of another student's work without their permission.
- 2.6. **Collusion** is where you present work as your own that has been done in unauthorised partnership with someone else, where this is not permitted by the requirements of the assessment.
- 2.7. **Fraud** includes faking (or presenting faked) data, references, evidence, or experimental results (this is sometimes called 'falsification' or 'fabrication') or having someone else take your place in an assessment or University process.
- 2.8. **Cheating** in an assessment includes having unauthorised material or technology during an examination or attempting to access unseen assessment materials before an examination.
- 2.9. **Failure to follow research and ethics policies**, for example carrying out research without appropriate permission, failure to gain informed consent, or misuse of participants' personal information.
- 2.10. **Unauthorised use of artificial intelligence (AI) tools.** How you can use AI tools in your work will be described in your assessment brief and where you have used this, it must be appropriately referenced.

### **3. Responsibilities and Expectations**

- 3.1. We will:
  - a. give you clear information about the standards of behaviour we expect of you, including how to avoid academic misconduct and the potential penalties that we can impose;
  - b. use relevant technology (including plagiarism detection software) on all electronically submitted text-based assessment work;
  - c. act quickly to inform you of an allegation once misconduct is suspected, usually within ten working days of an allegation being made;
  - d. communicate with you clearly including explaining the allegation(s) against you, the evidence we have, your rights, responsibilities, actions to take, and deadlines to meet;
  - e. give you the right to present information and/or evidence in support of your response to an allegation of academic misconduct;
  - f. give you the right to be accompanied at any meeting you are invited to that takes place related to an allegation of academic misconduct, except a viva voce (the expectations of such companions are set out below);
  - g. explain any decision we make, including (as relevant) why a particular penalty is being imposed;
  - h. explain to you what information is being kept on your student record, including prior allegations of misconduct and any warnings or penalties imposed. As sensitive personal information, or 'Special Category Data', the information we keep about you in relation to academic misconduct is held confidentially and is disclosed to as few people as possible, and only to those involved in investigating or deciding the matter. We may share outcomes of your academic misconduct case where required by an authorised external body.
- 3.2. We will gather overall misconduct data for review including to inform future versions of

these Regulations, to share with external agencies, and (as requested) share with external examiners.

- 3.3. Every student invited to an Academic Misconduct Panel has the right to explain their actions and present information in support of their case. They may also bring a companion to support them at the panel, such as a friend, family member, or Student Union representative.
- 3.4. We expect you to:
  - a. be familiar with these Regulations, the standard of behaviour expected of you, and to take responsibility for the academic integrity of your work;
  - b. report to your Director of Programmes any suspicions you have that academic misconduct has occurred;
  - c. let us know as soon as possible if you require any reasonable adjustments to be made because of a disability to the way we process or handle your case under these Regulations. If required, you should provide evidence to support any request for reasonable adjustments that you have made;
  - d. attend all meetings you are invited to in connection with the alleged academic misconduct;
  - e. Tell us in advance of all meetings the names and their relationship to you of your companion and any witness(es) you wish to call.
- 3.5. You have the right to access our Student Union ([StudentUnion@Regents.ac.uk](mailto:StudentUnion@Regents.ac.uk)) for support and guidance at any stage.
- 3.6. You are allowed to have one companion with you at any meeting you are invited to that relates to an allegation of academic misconduct, except a viva voce (see Section 6). Normally, your companion cannot be someone acting in a legal capacity. We expect you to speak for yourself in any meeting. At our discretion, your companion may help you if you have trouble engaging. However, you are responsible for the conduct of your companion at all times. If your companion's conduct is abusive or threatening, they will be excluded from the meeting and all future meetings. In such cases, we may continue with the meeting or reschedule. If the meeting is rescheduled, we will expect you to identify a new companion.

## **Academic Misconduct Process**

### **4. Identifying suspected academic misconduct**

- 4.1. Within five working days of identifying suspected academic misconduct, the relevant member of academic staff (Module Marker/Module Leader/Course Leader) will determine if there is evidence to support the allegation.
- 4.2. In summary, the following steps may take place to determine whether there is sufficient evidence to take the matter further in accordance with our procedures.

### **5. Where there is evidence**

- 5.1. Where there is sufficient evidence to support an allegation, the member of staff will submit the evidence to Registry, accompanied by a completed Suspected Academic Misconduct form. The pack of information will also include the relevant information provided to students (either in the module or the course overall) about academic misconduct, including any warnings given to students. This bundle is known as the 'Allegation Pack'.
- 5.2. Within three working days of receipt of the Allegation Pack, Registry will write to you at your university email address to inform you of the allegation. This will include a copy of the Allegation Pack. You have an opportunity to admit the allegation (i.e. to acknowledge that this is what occurred). If you admit the allegation, you will receive an appropriate penalty from the list below, applied by Registry, taking account of any

representations you make to them in admitting the allegation.

- 5.3. If you choose not to admit or to challenge the allegation, it will be submitted to an Academic Misconduct Panel for further action.

## **6. Where a viva voce is required**

- 6.1. Where additional clarity is needed, we may hold a viva voce ('viva'). A viva is an oral examination or interview. The purpose of the viva is for you to demonstrate your knowledge of the subject matter being assessed and your process for completing the assessed work.
- 6.2. You will be given 24 hours' notice of a viva. As these take place in term-time, you are expected to attend. You are not allowed to bring a companion with you unless this would be a reasonable adjustment in connection with your confirmed disability. Permitted companions may not speak or otherwise communicate during a viva.
- 6.3. The viva will be carried out by two academic members of staff (normally including two of: the relevant Course Leader, Module Leader or Director of Programmes). During the viva you may be asked to show evidence of your notes, assessment preparation, sources, and/or research data and they will ask you questions about the subject matter of the assessment.
- 6.4. If you cannot attend the viva, you will be offered one additional opportunity to do so within a further 24 hours. If you do not attend either opportunity, the matter will be referred for investigation.
- 6.5. There are two possible outcomes from a viva:
  - a. the viva has clarified that there is insufficient evidence to progress with an allegation of academic misconduct;
  - b. there is sufficient evidence to progress with an allegation of academic misconduct.
- 6.6. You will be notified of the outcome of the viva by email within five working days.
  - a. If there is no evidence, the matter will be closed. Your record will contain a note that this was conducted but this is not a note of misconduct.
  - b. If there is sufficient evidence, the matter will be referred to the Registry for further action.
- 6.7. The staff conducting the viva will notify Registry of the outcome. They will complete a Suspected Academic Misconduct form which outlines their conclusion and, where evidence is found, provide further detail of that evidence. If there is no further evidence, the form will simply indicate that the matter has been closed.

## **7. Where further investigation is required**

- 7.1. An investigation may take place after suspected academic misconduct has been identified where there is sufficient information to merit further enquiry before a decision can be reached. Further investigation may be in addition to a viva depending on the circumstances of the suspected academic misconduct.
- 7.2. Within three working days of receipt of the suspected academic misconduct information, Registry will write to you at your university email address to inform you of the allegation, inform you of the referral to an investigation, and give you five working days to admit the allegation. If you admit the allegation, you will receive an appropriate penalty from the list below, applied by Registry, taking account of any representations you make to them in admitting the allegation. If you do not admit the allegation (or do not reply within the five working days), the investigation will proceed.
- 7.3. Within ten working days, Registry will identify a suitable member of staff to act as investigating officer. This will be someone who does not have prior knowledge of you

or the nature of the suspected misconduct. They will reach a recommendation based solely on the facts of the case before them. They may want to meet with you as part of the process or ask for further information and/or evidence. You will be given five working days' notice of such investigation meetings. Once an investigating officer has been appointed investigations should take no longer than fifteen working days to conclude. Additional time can be granted where it is not possible to conclude within this time, but the total time allocated should not usually exceed thirty working days. You will be informed if the investigation is likely to exceed fifteen working days.

- 7.4. Once an investigation has concluded, the investigating officer will complete a Suspected Academic Misconduct form which includes the evidence they have obtained, their conclusions and a recommendation for any action. This is sent to Registry for the next steps.

## **8. Registry review**

- 8.1. Registry reviews all Allegation Packs. This review will consider whether any previous incidents of academic misconduct are held on your record. This is important to determine how serious the alleged misconduct might be in the light of any previous incidents. Registry will ensure that any allegation is considered through the correct process and information about any prior upheld incidents of misconduct is only shared at the appropriate time.
- 8.2. The Registry review will be completed within five working days from receipt of the Allegation Pack.
- 8.3. There are two possible outcomes from this review:
- a. **No further action is required.** We will write to you confirming the outcome and providing you a copy of the Allegation Pack. We may refer you to resources to improve your academic practice.
  - b. **Further action is required.** This means that you will be referred to the Stage One Academic Misconduct Panel.

## **9. Stage One: Academic Misconduct Panel**

- 9.1. Where the allegation is referred to an Academic Misconduct Panel, the Panel will be held within fifteen working days and we will write to you to confirm the date.
- 9.2. We will share with you the Allegation Pack to be considered by the Panel and invite you to share all evidence you have that supports your explanation of what happened.
- 9.3. You may be accompanied to the panel. You should let us know the name of your companion and their relationship to you, and any witnesses you would like to attend, noting that neither of these will be acting in a legal capacity. We expect you to be available during the fifteen working day timeframe. Once the Academic Misconduct Panel has been arranged, you will be given at least three working days' notice of the date, time and location of the meeting. We will invite your witness(es) to the meeting but cannot make them attend. If you cannot attend, we may choose to go ahead without you present. Lack of availability of your companion or any of your witnesses is not a valid reason for not attending the Panel meeting.
- 9.4. The membership of an Academic Misconduct Panel is:
- a. A designated academic Panel Chair;
  - b. Another member of academic staff;
  - c. Another member of staff (either academic or professional services).
  - d. An optional member of the Students' Union.
- A member of Registry staff will be in attendance to clerk the meeting.
- 9.5. All Panel members must confirm they have no known conflict with you and are free from bias in considering your case. This includes not being involved in the case at an earlier stage.

- 9.6. The Panel hold a private preparation meeting with the Clerk. After this, you will be invited to join the meeting. You will be introduced to the Panel members and can introduce your companion and any witnesses. You will be invited to explain what has happened and the Panel can ask questions to help them determine whether the alleged misconduct has occurred. These questions can be directed at you or your witness (but not your companion, who is there for support). At the end of the meeting, the Panel will thank you and you (and your companion and any witnesses) will leave the meeting so that they can reach a decision in private.
- 9.7. If the Panel decides that it is more likely than not that misconduct has occurred, it is the Clerk's responsibility to then inform them if this is a second or subsequent offence. This is so that the Panel can decide on an appropriate warning or penalty to apply in these circumstances. If there have been no prior upheld incidences of academic misconduct, there will be nothing to report to the Panel.
- 9.8. The Panel can come to the following outcomes.
  - a. The allegation of misconduct is not upheld.
  - b. The allegation of misconduct is not upheld, however the Panel considers it would be helpful for you to complete academic integrity training to improve your practice and/or receive a warning.
  - c. The allegation of misconduct is upheld and the Panel may apply a warning or a penalty to you from the list available to them.
- 9.9. You will be sent a notification of the Panel's decision within five working days of the Panel taking place. The outcome will indicate what will appear on your student record and for what period.

## **10. Stage Two: Your right of appeal**

- 10.1. You have the right to appeal the decision of the Academic Misconduct Panel if you can demonstrate that one or more of the grounds for appeal apply to you. For Level 8 (doctoral) students, please see Section 13 below.
- 10.2. There are five potential grounds to consider:
  - a. that the procedures were not followed properly;
  - b. that the decision maker(s) reached an unreasonable decision;
  - c. that you have new material evidence that you were unable, for valid reasons, to provide earlier in the process;
  - d. that there was bias or reasonable perception of bias during the procedure;
  - e. that the penalty imposed was disproportionate or not permitted under the Regulations.
- 10.3. Your appeal must be submitted within ten working days of receipt of any Stage One outcome, including the decision of an Academic Misconduct Panel, using the online Academic Misconduct Appeal form.
- 10.4. Within five working days of receipt of an Academic Misconduct Appeal, a member of Registry staff not previously involved in the case will assess the eligibility of your appeal. This assessment will determine whether you have been able to establish any of your selected appeal grounds. The eligibility assessment may be confirmed by one of the Heads of School allocated to be part of any Academic Misconduct Appeals Panel. You only need to establish one appeal ground for your appeal to be allowed to continue. The potential outcomes of this eligibility assessment are:
  - a. No ground(s) established. We will write to you within five working days to explain our decision and issue a Completion of Procedures Letter.
  - b. Grounds established. We will refer the allegation back to a Stage One Academic Misconduct Panel (for example, to consider previously unavailable evidence). This will not apply if the basis for the appeal concerns actual or perceived bias. The

right of appeal against such further consideration by the Academic Misconduct Panel remains.

c. Grounds established. An Academic Misconduct Appeals Panel will be arranged.

## **11. Stage Two Academic Misconduct Appeals Panel**

11.1. The Stage Two Academic Misconduct Appeal Panel is a further opportunity to consider the matter and will be composed of people who have not had any involvement in the matter at an earlier stage.

11.2. The membership of the Academic Misconduct Appeals Panel is:

- a. A Chair who will normally be drawn from one of the Heads of School.
- b. A member of academic staff.
- c. Another member of staff (either academic or professional services).
- d. An optional member of the Students' Union.

A member of Registry staff will be in attendance to clerk the meeting.

11.3. All Panel members must confirm they have no known conflict with you and are free from bias in considering your case. This includes not being involved in the case at an earlier stage, except for confirming a recommendation of sufficient grounds to proceed with the appeal.

11.4. The Academic Misconduct Appeals Panel will follow a similar approach to the Stage One Academic Misconduct Panel described above, with the opportunity for you to explain in further detail why you consider that the appeal should be upheld by the Panel. You may be accompanied, but at an appeal stage, you will not usually be expected to bring new witnesses unless this is in support of information not previously available.

11.5. The Academic Misconduct Appeals Panel may decide whether to uphold your appeal, partially uphold it or reject it and any appropriate action which flows from that decision (for example, to remove or reduce a penalty, uphold a finding of academic misconduct). The Academic Misconduct Appeals Panel may reduce a penalty given but may not increase it.

11.6. You will receive by email the Panel decision within ten working days of the meeting. The outcome of the Stage Two Academic Misconduct Appeals Panel is final and will result in a Completion of Procedures Letter being issued.

## **12. Office of the Independent Adjudicator**

12.1. Once you have completed the appeal stage you may be entitled to ask the Office of the Independent Adjudicator for Higher Education (OIA) as the independent ombuds service, to review your complaint about the outcome of your academic misconduct case. Any complaint you make to the OIA must be submitted within twelve months of the date of the Completion of Procedures Letter. Further information is available at: [oiahe.org.uk](http://oiahe.org.uk).

## **13. Level 8 (Doctoral) Students**

13.1. For Level 8 (doctoral) students on courses validated by partner universities, your appeal, once received, will be directed to the Academic Misconduct Appeals Panel rather than be subject to an initial scrutiny concerning whether there are grounds for appeal. The Academic Misconduct Appeals Panel will reach a decision. If you remain unhappy with that outcome, you have a final right of appeal to the relevant validating university under its procedures. You will be directed to the relevant information once you receive the outcome of your formal academic appeal. You can request details and links to the relevant regulations and procedures from partner universities at any time from the Casework Team in Registry.

13.2. The validating partner university will issue you with a Completion of Procedures letter. You may be entitled to ask the OIA to review your complaint about the

outcome of your appeal.

#### **14. Student Death**

- 14.1. If we receive formal notification that a student alleged to have engaged in academic misconduct dies before the completion of any of the above stages, the allegation will be closed and removed from their record.

#### **15. Retrospective Detection**

- 15.1. Occasionally academic misconduct is not suspected until after an assessment board has reached a decision on the module or course result. To protect the academic standards of our awards we may review assessment work after an assessment board has made a progression or award decision, including after a student has graduated. The above process will be followed, but if you fail to engage with the process, we may remove any awards previously conferred on you.
- 15.2. If one of our collaborative partners retrospectively identifies academic misconduct in any award we validate, they must notify us of such an outcome so that we may formally remove the award.

#### **16. Warnings and Penalties**

- 16.1. To ensure that you are treated consistently and fairly in line with other students, we have put in place a series of potential warnings and penalties which may be applied.
- a. A **warning** can be issued at any time as an advisory note to you about acceptable academic practice. For example, we will issue a warning where we find your conduct was Poor Academic Practice. We keep a record of warnings issued.
  - b. A **penalty** is issued where we have found there to be academic misconduct and this ranges from lowering your overall mark to withdrawal in extremely serious cases. The chart below indicates the penalties available to the Academic Misconduct Panel.
- 16.2. An Academic Misconduct Panel may impose the penalty it considers is reasonable and proportionate to the facts of the case. Penalties usually increase with each upheld case. This means that we will consider prior warnings and upheld academic misconduct outcomes against you when deciding the penalty in a current case.

<b>Instance of academic misconduct</b>	<b>Level of study</b>	<b>Proportion of work affected</b>	<b>Severity</b>	<b>Prior warning?</b>	<b>Recommended penalty</b>	<b>Recommended warning</b>
First	3	<20%	Minor	N/A	A	First
First	3	>20%	Moderate	N/A	B	First
First	4	<20%	Minor	N/A	A	First
First	4	>20%	Moderate	N/A	B	First
First	5 Direct entry	<20%	Minor	N/A	A	First
First	5 Direct entry	>20%	Moderate	N/A	B	First
First	6 Direct entry	<20%	Minor	N/A	A	First
First	6 Direct entry	>20%	Moderate	N/A	B	First
First	5	<20%	Minor	No	A	First
First	5	>20%	Moderate	Yes	C	First
First	6	<20%	Minor	No	A	First
First	6	>20%	Moderate	Yes	C	First
First	7	<20%	Moderate	No	C	First
First	7	>20% or any amount in a dissertation/ Major Project	Major	Yes	H	Final
First	8	Any	Severe	N/A	I	Final
Second	3	Any	Moderate	N/A	D	Final
Second	4	Any	Moderate	N/A	D	Final
Second	5 Direct entry	Any	Major	N/A	D	Final
Second	5	<20%	Moderate	No	D	Final
Second	5	>20%	Major	Yes	E	Final
Second	6 Direct entry	Any	Major	N/A	D	Final
Second	6	<20%	Moderate	No	D	Final
Second	6	>20% or any amount in a dissertation/ Major Project	Major	Yes	G	Final
Second	7	<20%	Major	No	F	Final
Second	7	>20% or any amount in a dissertation/ Major Project	Severe	Yes	I	Final
Second	8	Any	Extreme	N/A	J	Final

Ref	Penalty
A.	<p><b>If a first attempt at the assessment component:</b> The affected assessment component mark will be reduced by 10%. If the reduction moves the mark to below the pass mark for the component or the module, the component will have failed, and the next attempt is capped at the pass mark. Only the failed component(s) need to be taken at the second attempt. Any other components for the module that have been passed will stand.</p> <p><b>If the affected component is part of a second attempt:</b> Failure of all components of the module.</p> <p><b>If the affected component is part of the final attempt:</b> The assessment component will be capped at 0% but credit awarded if the work would have otherwise achieved a passing grade. The total module mark is capped at the pass mark.</p>
B.	<p><b>If a first attempt at the assessment component:</b> Failure of the assessment component and the next attempt is capped at the pass mark. Only the failed component(s) need to be taken at the second attempt. Any other components for the module that have been passed will stand.</p> <p><b>If the affected component is part of a second attempt:</b> Failure of all components of the module.</p> <p><b>If the affected component is part of the final attempt:</b> The assessment component will be capped at 0% but credit awarded if the work would have otherwise achieved a passing grade. The total module mark is capped at the pass mark.</p>
C.	<p><b>If a first attempt at the assessment component:</b> All components for the module are failed. Next attempt at the module is capped at the pass mark.</p> <p><b>If the affected component is part of a second attempt:</b> All components for the module are failed. Next attempt at the module is capped at the pass mark.</p> <p><b>If the affected component is part of the final attempt:</b> Module failed. If a core module, you will be withdrawn from your course. If an elective/optional module, you may choose another elective or optional module which can be attempted uncapped. The module failed for academic misconduct must appear on your transcript.</p>
D.	<p><b>If a first attempt at the assessment component:</b> The affected assessment component mark will be reduced by 10%. If the reduction moves the mark to below the pass mark for the component or the module, the component will have failed, and the next attempt is capped at the pass mark. Only the failed component(s) need to be taken at the second attempt. Any other components for the module that have been passed will stand.</p> <p><b>If the affected component is part of a second attempt:</b> The assessment component will be capped at the pass mark but credit awarded if the work would have otherwise achieved a passing grade.</p> <p><b>If the affected component is part of the final attempt:</b> The assessment component will be capped at 0% but credit awarded if the work would have otherwise achieved a passing grade. The total module mark is capped at the pass mark.</p>
E.	<p><b>If a first attempt at the assessment component:</b> All components for the module are failed. Next attempt at the module is capped at the pass mark.</p> <p><b>If the affected component is part of a second attempt:</b> All components for the module are failed. Next attempt at the module is capped at the pass mark.</p> <p><b>If the affected component is part of the final attempt:</b> Module failed. If a core module, you will be withdrawn from your course. If an elective/optional module, you may choose another elective or optional module which will be capped at the pass mark. The module failed for academic</p>

	misconduct must appear on your transcript.
F.	<p>The final degree percentage will be reduced by 10% and:</p> <p><b>If a first attempt at the assessment component:</b> All components for the module are failed. Next attempt at the module is capped at the pass mark.</p> <p><b>If the affected component is part of a second attempt:</b> All components for the module are failed. Next attempt at the module is capped at the pass mark.</p> <p><b>If the affected component is part of the final attempt:</b> Module failed. If a core module, you will be withdrawn from your course. If an elective or optional module, you may choose another elective or optional module which will be capped at the pass mark. The module failed for academic misconduct must appear on your transcript.</p>
G.	<p>The final degree percentage will be reduced by 10% or the next lower overall classification applied, and:</p> <p><b>If a first attempt at the assessment component:</b> All components for the module are failed. Next attempt at the module is capped at the pass mark. If the module is a dissertation, the next attempt must be a new topic.</p> <p><b>If the affected component is part of a second attempt:</b> All components for the module are failed. Next attempt at the module is capped at the pass mark.</p> <p><b>If the affected component is part of the final attempt:</b> Module failed. If a core module, you will be withdrawn from your course. If an elective or optional module, you may choose another elective or optional module which will be capped at the pass mark. The module failed for academic misconduct must appear on your transcript.</p>
H.	<p>The final degree percentage will be reduced by 10% or the next lower overall classification applied, and:</p> <p><b>If a first attempt at the assessment component:</b> All components for the module are failed. Next attempt at the module is capped at the pass mark.</p> <p><b>If the affected component is part of a second attempt:</b> All components for the module are failed. Next attempt at the module is capped at 0% but credit awarded if the work would have otherwise achieved a passing grade.</p> <p><b>If the affected component is part of the final attempt:</b> Module failed. If a core module, you will be withdrawn from your course. If an elective or optional module, you may choose another elective or optional module which will be capped at the pass mark. The module failed for academic misconduct must appear on your transcript.</p>
I.	Withdrawal with academic credit achieved.
J.	Withdrawal without academic credit achieved.

## **17. Schedule A**

The applicability of these Regulations under the University's Collaborative Provision arrangements is detailed below.

Where the Regent's University London Regulations apply, collaborative partners may use different terminology, e.g. 'programmes' and 'units' instead of 'courses' and 'modules'.

### **Domus Academy**

17.1. Domus will manage cases of academic misconduct in line with Regent's University London's Academic Misconduct Regulations.

### **Istituto Marangoni (London)**

17.2. This section of the Academic Regulations is replaced by Istituto Marangoni's Academic Misconduct Policy.

### **Istituto Marangoni (Paris)**

17.3. This section of the Academic Regulations is replaced by Istituto Marangoni's Academic Misconduct Policy.

### **Liverpool Media Academy (LMA)**

17.4. This section of the Academic Regulations is not applicable to students studying at LMA. Students should refer to LMA's Academic Integrity Policy.

### **MACROMEDIA**

17.5. Macromedia will manage cases of academic misconduct in line with Regent's University London's Academic Misconduct Regulations.