**UNIVERSITY OF SOUTH WALES**

**PRIFYSGOL DE CYMRU**

**Derogation to the Academic Misconduct Procedure 2020/21 for UNICAF students**

1. **Procedure**

It should be noted that the following procedure will apply to all UNICAF students instead of section B4 4.1 – 4.3 of the [University’s Academic Misconduct Procedure](https://registry.southwales.ac.uk/student-regulations/academic-misconduct/):

1. An Academic Misconduct Officer will review your case upon receipt to determine whether there is a case to answer, or whether poor academic practice has taken place, and whether they are able to consider your case or if it should be escalated to an Academic Misconduct Panel.
2. Where a minor case of academic misconduct or poor academic practice is suspected during the initial consideration of your case by an Academic Misconduct Officer, you will be notified of their judgement, rationale, and proposed outcome in writing (see the Academic Misconduct Regulations, Section A6 and Appendix 1 for the range of penalties that can be applied). You will be given the opportunity to agree or disagree with this proposed outcome in writing, which will include admission of the minor offence or poor academic practice identified by the Academic Misconduct Officer. If you do not agree with the proposed outcome in writing at this point, then you will be invited to a meeting with the Academic Misconduct Officer to discuss your case further.
3. If the Academic Misconduct Officer considers that a discussion with you is required, or if you disagree with the allegation and/or any proposed outcome provided to you in writing, you will be invited to a meeting, which will be held via video conference, or alternatively given the option to submit a written statement.

Please see section B4 4.4 onwards of the [University’s Academic Misconduct Procedure](https://registry.southwales.ac.uk/student-regulations/academic-misconduct/) for information regarding meetings with the Academic Misconduct Officer.