Student is suspected of academic misconduct

In assessed work other than an examination/ in class test

In an examination/ in class test

Is there a case to answer

Case to answer

Case to answer

No case

No case

Does the case need to be escalated to the AMP? (usually more complex/ very serious cases)

Potential case

Yes

No

AMO refers case to AMP

Can AMO issue appropriate penalty, and no further consideration is needed?

Poor Academic Practice

Student is referred to a workshop or individual tutorial at the Student Development and Study Skills Service. No further investigation required.

No

Yes

No case

Poor Academic Practice

Is there potentially a case to answer, or poor academic practice?

No case– no further action

**Key:**

**AMO** – Academic Misconduct Officer

**AMP** – Academic Misconduct Panel

**SA** – Student Administration

Module Leader/ Reporting Tutor submits allegation to SA, following an advised exploratory meeting with student

Invigilators submit report to the Module Leader, who submits allegation to SA, following an advised exploratory meeting with student

AMO meets with Student to discuss allegation.

Is there a case to answer?

Student has the right to request a review of the decision within 10 working days of receiving the outcome

Student Administration sends case to AMO for initial review

AMP hears case

No case - no further action

Outcome confirmed at the boards

Student informed of AMO decision and penalty issued

Student informed of AMP decision and penalty issued

Is there a case to answer, or poor academic practice?