

**Credit Framework for Taught Courses of Study
Information for Students, Teachers and Examiners**

**Annex 10
Appendix A: Exemplar Offences and Penalties
(Indicative only)**

Academic Offence	Severity	Penalties	Exemplar
Exam or ICT Misconduct	Minor (including first offences)	B1	Breach of guidance for students, but deemed not to have gained an advantage or placed other students at disadvantage (e.g. use of unauthorised materials).
	Significant	D1, D2	Breach of guidance for students and deemed to have gained an advantage or placed other students at disadvantage (e.g. use of unauthorised materials).
	Serious (including repeated)	D1-D4, E1-3	Serious and/or repeated breach of guidance for students and deemed to have gained a significant advantage (e.g. use of unauthorised materials).
Attempting to influence an examiner or teacher	Any	E1 to E3	Seeking to gain an advantage by offering inducements to an examiner to treat the work more favourably than is merited.

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Plagiarism	Minor (including first offences)	A1 to B2	Poor academic practice, unattributed material characteristic of general approach.
	Significant	C1 to C4	Lengthy incidences of material inappropriately close to original source.
	Serious (including repeated)	D1 to E3	Little or no independent academic value and/or repeated offence.
Self-plagiarism	Any	A1 to B2	Minor failure to attribute prior work.
		C1 to D2	Significant failure to attribute prior work.
Collusion	Any	D1 to E4	
Impersonation	Any	E2 to E4	Intent to deceive as evidenced via false representation by a third party.

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Fabrication	Minor (including first offences)	C3	Minor inappropriate manipulation of data or source material to support the piece of work.
	Significant	D2	Inappropriate manipulation of data or source material to support the piece of work.
	Serious (including repeated)	E1 to 3E	Fabrication or falsification of data to support the piece of work.
Failure to obtain ethical/research approval	Any	Research Board to advise	
Contract Cheating	Any	E1 to E3	Submission of work for assessment that is wholly or in part the product of third-party services.