



Definitions of Malpractice

The following are examples of malpractice. The list is not exhaustive and other instances of malpractice may be considered by Sir Christopher Hatton at its discretion:

Definitions of malpractice by learners:

- plagiarism by copying and passing off, as the learner's own, the whole or part(s) of another person's work
- collusion by working collaboratively with other learners to produce work that is submitted as individual learner work.
- copying, including the use of ICT
- fabrication of results or evidence
- false declaration of authenticity in relation to the contents of coursework
- impersonation by pretending to be someone else in order to produce the work for another or arranging for another to take one's place in an assessment
- the alteration of any results document

Definitions of malpractice by assessors:

- improper assistance to students
- inventing or changing marks where there is no or insufficient evidence of the students work to justify the marks awarded to the student
- failing to keep students' work secure, whether hard copy or electronic
- alteration of assessment and grading criteria
- assisting students in the production of work for assessment, where the support has the potential to influence the outcomes of assessment, for example where the assistance involves assessors producing work for the students
- producing falsified witness statements, for example for evidence the learner has not generated
- allowing evidence, which is known by the assessors not to be the student's own
- misusing the conditions for special learner requirements, for example where learners are permitted support, such as an amanuensis, this is permissible up to the point where the support has the potential to influence the outcome of the assessment
- falsifying assessment records
- fraudulent certificate claims, that is claiming for a certificate prior to the student completing all the requirements of assessment



This policy will be reviewed every 12 months

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