

_____ cases of academic misconduct in accordance with the [RVC Student Academic Misconduct Procedures](#).

The AM Penalty System should be used by staff alongside the AM Procedures to help aid the decision-making process. The appointed staff should give additional judgment around mitigating and aggravating factors which cannot be reasonably accounted for in the AM Penalty System.

Should you need further guidance on using the guidance document please contact the [Student Resolution and Compliance Team](#).



HISTORY

1st Time

AMOUNT / EXTENT

Below 5%	less than two sentences
As above but with	plagiarised
Between 5% and 20%	more than two sentences but not more than two paragraphs
As above but with	plagiarised
Between 20% and 50%	more than two paragraphs but not more than five paragraphs
As above but with	plagiarised
Above 50%	more than five paragraphs
Submission purchased from essay mill or ghostwriting service †	

* Critical aspects are key ideas central to the assignment

† Some institutions may consider this to be a separate form of academic malpractice

LEVEL / STAGE

Level 1/1st Year of study

Level 3/PG Taught

VALUE OF ASSIGNMENT

Standard weighting (30 credits and under)

Large project (30 credits and above)

ADDITIONAL CHARACTERISTICS

Evidence of deliberate attempt to disguise plagiarism by changing words, sentences, or references to avoid detection

PENALTIES (Formative Work)

	Informal warning
	A formal warning, with a record made contributing to the student's previous history



PENALTIES (Summative Work)

In all cases a formal warning is given, and a record made contributing to the student's previous history

	N/A	For all cases where it has been decided plagiarism has taken place a _____ is given. A record of the justified misconduct will be held on the Student Resolution and Compliance records for 6 years after the last action is taken.

		Marks award without taking into account the plagiarised sections.
		Assignment awarded 0% marks - resubmission permitted but mark capped.
		Assignment awarded 0% marks - resubmission permitted but mark capped. Referral to an Academic Misconduct Panel

		<p>Module awarded no mark – consequences of failure are initiated. Suspension from the programme of study and requirement to retake, resit and resubmit an assessment or module in whole or part. Withdraw the student with credits retained or removed. Revoke an award from within 6 months of graduation.</p>
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