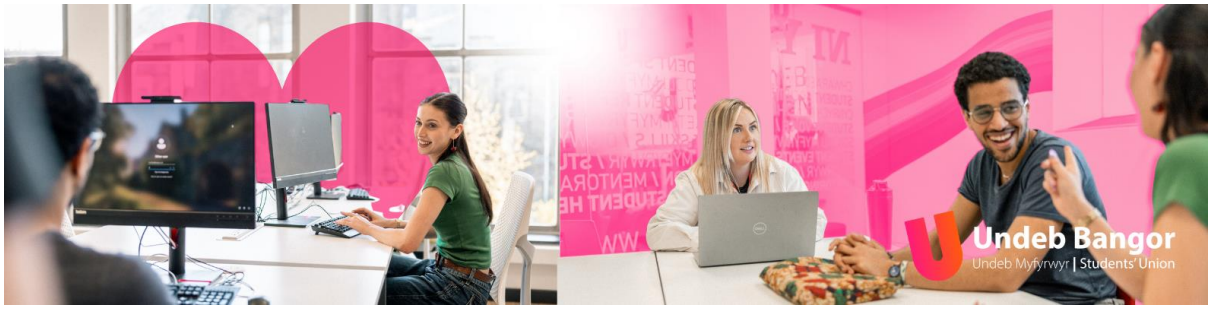


Academic Misconduct / Academic Integrity

If the University has concerns that the work you have submitted is not entirely your own, you may be referred to the **Academic Integrity Procedure**. This can include concerns such as plagiarism, collusion (working with others and presenting the work as your own), fabrication of data, unauthorised use of artificial intelligence (AI), cheating in exams, or any other form of academic misconduct.

How can we support you?

Our Advice Service can support and guide you throughout the Academic Integrity Procedure. We will explain the allegations that have been made, help you understand the process, review the evidence with you, support you in preparing your response, and attend meetings with you where appropriate.

Preparing for your meeting

If you are invited to an Academic Integrity meeting, it is important to prepare in advance. We recommend that you:

- Read the letter or email inviting you to the meeting carefully. It should tell you which module, assessment or piece of work is being investigated.
- Review the work in question and consider whether you can identify any mistakes or issues.
- Gather any relevant evidence, such as draft versions of your work, notes, research materials, references or library records, that may help explain how you completed the assessment.
- If the concerns relate to unfair means, whether intentional or accidental, reflect on what happened and be prepared to explain your actions honestly and clearly.
- Collect evidence of any personal circumstances you would like the University to consider and explain how these relate to the concerns being investigated.
- Think about what you would like the University to understand from your perspective and prepare any questions you may have.
- Listen carefully during the meeting, consider the evidence presented, and take your time before responding.

What happens at the meeting?

Most concerns are initially investigated by the Academic Integrity Officer within your School.

More serious cases, repeated concerns, or cases involving assessments worth more than 20 credits may be referred to a Panel of Enquiry. The Panel is made up of three members of academic staff and a Students' Union Student Officer. The panel will consider the evidence, hear your response, and decide whether there has been a breach of the Academic Integrity Regulations.

During the meeting, the University will explain the concerns that have been raised about your work and the reasons why it believes there may have been a breach of the Academic Integrity Regulations. You will usually be shown the evidence being considered, such as a Turnitin report or examples of matching source material.

You will then have the opportunity to explain how you completed the assessment or prepared for the exam and respond to the concerns raised. This is your chance to provide your perspective, explain how any similarities may have occurred, and share any relevant evidence or personal circumstances.

It is important to be open and honest throughout the meeting. If you have made a mistake, whether intentional or accidental, explaining what happened and taking responsibility where appropriate demonstrates honesty, insight and a willingness to learn from the experience.

The University expects students to engage openly with the investigation. Your level of honesty, cooperation and reflection may be taken into account when deciding the outcome or any penalty, alongside all of the other evidence considered. While being honest does not guarantee a particular outcome, it can help demonstrate that you understand the seriousness of the situation and are committed to maintaining academic integrity in the future.

Possible outcomes

Following the investigation at School Level, the outcome may include:

- No further action - if the allegation is not proven.
- Poor academic practice - where academic misconduct is not proven but there are concerns about your academic skills. A penalty may still apply.
- Partial marking - where only a small section of the work is affected and that section is not marked.
- A mark of 0% for the assessment - where a significant part of the work is affected or the misconduct is considered intentional.
- A mark of 0% for the module - in the most serious cases or where there is extensive evidence of intentional academic misconduct.

If a Panel of Enquiry uphold the allegations of academic misconduct, potential outcomes are:

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Appendix 4. Typical Penalties for Academic Misconduct Cases Referred to a Panel of Enquiry[4]

Type of Academic Misconduct	Lower Penalty[1]	Normal Penalties[2]	Higher Penalties[3]
AM in Examinations or Coursework	• Award 0% for assessed work • Resit/resubmission allowed • Mark for assessed work capped at 40% (Level 4-6) or 50% (Level 7) • Option to allow student to resubmit without cap but should the Panel decide on this option they must provide the school with an explanation of the decision	• Award 0% for assessed work • Resit/resubmission allowed only if required and permitted under University rules • Module mark after resit capped at 30% (Level 4-6) or 40% (Level 7)	• Award 0% for assessed work • Resit/resubmission not permitted except to redeem failure as a part-time/external student
AM in a Master's Research Project (Dissertation)	• Allow resubmission of the entire thesis, or only permitting changes to be made to defined sections/chapters	• Award 0% • Allow resubmission but mark capped at 50%	• Award 0% • Resubmission of Research Project not permitted (PG Certificate or Diploma permitted)
AM in a Postgraduate Research thesis	• Allow resubmission of the thesis, but only permitting changes to be made to defined sections/chapters	• Examiners to reconsider the thesis and determine whether the thesis, ignoring defined sections, must be awarded the degree (or a lower degree where that option exists)	• No reconsideration or resubmission of the thesis is permitted. Candidate must not be considered for a lower degree unless the candidate has already met the criteria for an exit award defined for the programme

Appeal

You can appeal the decision of Panel of Enquiry. Appeals must be submitted in writing to ***academicintegiry@bangor.ac.uk*** within 10 working days of receiving the decision of the panel.

Once you've completed the University's internal procedures and still believe your case hasn't been resolved fairly, we can advise you on escalating your concerns to the **Office of the Independent Adjudicator (OIA).** The OIA is an independent organisation that reviews student complaints. You must complete the University's internal procedures before you can ask the OIA to consider your case.

If you are struggling with your academic studies, please see the University's support resources available. We would also recommend reaching out to your personal tutor if you are struggling.