

Academic Offences

Responsibility of	Course Management Team
Policy Code	AC03
Initial approval	September 2016
Reviewed	January 2024
Next review	September 2024
Approved by	Board of Trustees

Academic Offences

When academic misconduct takes place, this is deemed an academic offence. As described in our Student Code of Conduct, Nexus ICA expects all students to uphold high standards of integrity and accountability, and committing an academic offence is not in line with these principles. The UWL policy below outlines:

- Definitions of academic offence, including plagiarism
- The levels of severity of academic offences
- The consequences and procedures followed should an academic offence occur
- The appeals process should the outcome be disputed

UWL Policy

The UWL policy for Academic Offences can be found here:

<https://www.uwl.ac.uk/about-us/policies-and-regulations/academic-offences-regulations>

Nexus ICA Processes

Nexus ICA processes differ from the UWL processes stated in the above policy in the following ways:

Minor Offences

12.5.1 A student suspected of committing a minor academic offence shall be invited to attend an interview with the Course Leader, or authorised nominee, and shall be given copies of all evidence submitted in support of the allegation.

12.5.3 Students should contact the Course Leader, or authorised nominee, within five working days of notification of the allegation to make alternative arrangements if they are unable to make the original proposed date. If the student is unable to attend the next arranged date, the interview will proceed in their absence.

Major Offences

12.6.2 Where a member of staff suspects that a major offence has been committed as part of any assessment, the Module Leader or assessor shall immediately notify the Director of Education or authorised nominee. This should be referred to the University Registrar or authorised designate where it is a major offence within five working days.

12.6.11 The Academic Offences Panel shall comprise:

- a member of the Nexus ICA Senior Leadership Team, who shall act as chair;
- a relevant member of Nexus ICA staff, such as Module Leader or Personal Tutor

- c. a member of UWL staff, likely the Academic Partnership Link Tutor
- d. a member of Nexus ICA administrative staff to act as Secretary to the Panel