

Schedule of Penalties for Academic Misconduct

The College uses the following table to calculate an aggregate score representing the severity of academic misconduct. The total score is the sum of the scores for each of these four criteria: A) type of misconduct, B) the timing of the misconduct, C) the student's history of misconduct and D) whether it was deliberate or not.

Score	Value 1	Value 2	Value 3	Value 4	Value 5
A) Type of Academic Misconduct	Plagiarism	<ul style="list-style-type: none"> • Collusion • Recycling or resubmitting material 	Cheating	<ul style="list-style-type: none"> • Cheating under invigilation 	<ul style="list-style-type: none"> • Contract cheating • Student identity fabrication or falsification • Information fabrication or falsification • Bribery
B) Study Period	First semester	Not applicable	Not applicable	Subsequent semester(s)	Not applicable
C) Total number of academic misconducts (including the current misconduct)	1	2	Not applicable	3	4 or more
D) Reason for Academic Misconduct	Unintentional	Not applicable	Not applicable	Deliberate	Not applicable

Penalty table

The penalty for the misconduct is determined by looking up the aggregate score in the table below.

Aggregate score	4	5 - 8	9 - 12	13 – 16	17 - 18
Penalty	Academic counselling <ul style="list-style-type: none"> • Further training • Resubmission 	Academic counselling <ul style="list-style-type: none"> • Further training • 10% reduction on score OR Resubmission to maximum 50% depending on the severity of the misconduct and the nature of the assessment 	Academic counselling <ul style="list-style-type: none"> • Further training • 50% reduction on score 	Academic counselling <ul style="list-style-type: none"> • Further training • Zero for subject OR zero for assessment 	Cancellation of enrolment Cancellation of transcript (if already issued)

The College may consider other factors when determining a student misconduct penalty. A student cannot appeal against a penalty on the basis that it is inconsistent with this schedule.

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