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| **Canterbury Christ Church University** |
| **Procedures for Dealing with Alleged Plagiarism** |
| **Introductory Stage Programme Advice** **Available on one occasion only in a student’s first year studying (at whatever level)** **at this University**  |
| Student Name: |  | Student ID number: |  |
|  |
| Programme of Study: |  |
|  |
| Subject  |  | Other subject (where appropriate) |  |
|  |
| Module(s) | Module Code(s) |
|  |  |
|  |  |
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|  |  |
|  |
| Name of Interviewer | Date of Interview | Date of Report |
|  |  |  |
|  |
| ***Section One*** *- Record of review interview* |
| **Outline of Evidence of Plagiarism****Was Turnitin used as part of the process?** Yes/No**Student account of how plagiarism arose****Summary of issues****Means of addressing issues** |
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| **Section Two – *Outcomes*** *(An Interviewer might require one or more of the following from the student)* |
| Action | Yes / No |
| Re-presentation of work (*with no mark penalty*) |  |
| Assessment of non-plagiarised sections only (*where a student declines to re-present the assessment only)* |  |
| Attendance at study support sessions |  |
| Re-interview with tutor |  |
| Referral to Faculty Panel |  |
|  |  |  |  |
| **Section Three -** *Circulation of Report (wherever possible by email in pdf format)* |
| Recipient | Date Report Sent |
| Student |  |
| Programme Director |  |
| Programme Director of other subject (where appropriate) |  |
| Academic Support Office via academic.administration@canterbury.ac.uk |  |
|  |  |
| **NOTE**: The Programme Director (or nominee) should ensure that the team/person responsible for processing the collection and return of assessments is aware of the outcome of the plagiarism investigation. It is not however appropriate to forward this completed form as it contains confidential information.  |