Notice of plagiarism/academic malpractice

Dear

I confirm that I have now concluded my investigations into the alleged plagiarism in connection with ... Coursework assignment Module mnemonic and title and I have established that an academic offence has been committed.

This is a very serious offence and is not taken lightly in the University.

In line with the University’s framework on plagiarism you are required to resubmit a new piece of assessment for this module, for a maximum of a pass mark. Please note if you fail to submit this piece of work by the stated deadline a mark of zero or equivalent will be entered. The deadline for this re-submission is date and time. Details of the essay title and submission information will be forwarded to you within the next 7 days.

If you are not happy with this outcome you may request that your case is heard by the Standing Academic Committee. If the charge of plagiarism is upheld they can issue the same or harsher penalties as the department. Any request to be heard by Standing Academic Committee must be sent to the Student Registry within the next seven days.

This offence will remain on your record both centrally and in the department. Any subsequent plagiarism offence will result in an automatic referral to Standing Academic Committee with the recommendation of exclusion.

If you have any problems with essay writing in general or this essay in particular there are various sources of support that you can access. The tutor on the course will be happy to help and advise you. The Student Learning Advisors (FST/FHM – Robert Blake, LUMS – Gill Burgess, FASS – Joanne Wood) offer drop-ins on academic skills and one to one tutorials for students who are struggling. The counselling service can talk to you about your personal life and organising you time and you can seek help or advice from the LUSU Advice Centre. Remember this is your degree and your responsibility, people are happy to help but you need to ask them for that help.

If you have any questions about the content of this letter or the policies and procedures that are operating here then please do not hesitate to approach either myself your name, Student Registry ugregistry@lancaster.ac.uk or the LUSU Advice Centre lusu.advice@lancaster.ac.uk.

Full details of the university’s plagiarism framework can be found at:

https://gap.lancs.ac.uk/ASQ/Policies/Documents/Plagiarism-Framework.pdf

Yours sincerely