

Malpractice

Sanctions against candidates



Using own blank paper (not exam stationary)

Warning (1) Loss of marks if used for final answers (2-4)

Using calculators or dictionaries (When prohibited)

Warning (1) if not used or Loss of marks if used (2-4)



Notes in the wrong format or prohibited annotations

Warning (1) Loss of marks (2-4) Loss of certification (5-9)

Unauthorised electronic devices / smart devices

Warning (1) Loss of marks (2-4) Loss of certification (5-9)

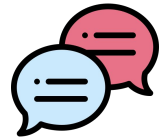


Not following instructions given by an invigilator (for example, refusing to move seat when asked, continuing to write when asked to stop)

Warning (1) Loss of marks for major non compliance (2-4) Loss of certification for repeated non compliance (5-9)

Failing to abide by the conditions of supervision (for example, leaving the exam before the exam time has finished)

Warning (1) if the student is accompanied out of the room by an invigilator or Loss of marks (2-4) Loss of certification (5-9)

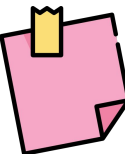


Verbal communication

Warning (1) Loss of marks (2-4) Loss of certification (5-9)

Communication - Written

Warning (1) Loss of marks (2-4) Loss of certification (5-9)



Disruptive behaviour within an exam room or assessment session

Warning (1) Loss of marks (2-4) Loss of certification (5-9)

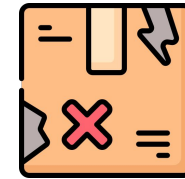


Copied or plagiarised work (including coursework)

Warning (1) Loss of marks (2-4) Loss of certification (5-9)

Offensive/obscene material in scripts, or graffiti/damage to the script of any exam or assessment

Warning (1) Loss of marks (2-4) Loss of certification (5-9)



Use of social media for the exchange and circulation of fake or real assessment materials

Warning for attempting to source or share information (1) Loss of marks for accepting or distributing fake or real assessment materials without reporting it to the awarding bodies (2-4) Loss of certification for attempting to gain knowledge of live assessment materials, or distributing live assessment materials (5-9)

Personation

Loss of certification for deliberately using the name or candidate number / arranging to be personated (5-9)



Sanction descriptions given by the JCQ:

- (1) Warning
- (2) Loss of all marks gained for a section
- (3) Loss of all marks gained for a component
- (4) Loss of all marks gained for a unit
- (5) Disqualification from the unit

- (6) Disqualification from all units in one or more qualifications taken in the series
- (7) Disqualification from the whole qualification
- (8) Disqualified from all exams in the series
- (9) Barred from entering exams for a set period of time