



## **Mitigating circumstances (Academic Malpractice)**

Mitigation circumstances that may have affected a student's situation when malpractice has occurred can be taken into consideration when a penalty is being applied. The University regulations state;

***3.4.2** On agreement that an offence has occurred, the department should establish the level of offence and undertake follow up actions as appropriate to the classification of the offence set out in 3.4.3 (unless the offence has occurred in the student's final opportunity for reassessment in which case see 3.4.5). With the exception of Grave and Subsequent offences the department may exercise its judgement on the extent to which verifiable mitigating circumstances impacted on the actions of the student when determining a sanction. Provided the Head of Department is in agreement, the department may apply a lesser sanction than recommended for the offence in 3.4.3 so long as the penalty is in accordance with those available under 6.4.*

And

***6.3** Having regard to the advice set out under 6.5, the Panel and departmental officers may use their academic judgement on the extent to which verifiable mitigating circumstances impacted on the actions of the student and should therefore be taken into account when determining the sanction. In all cases where malpractice is proven, a sanction must be applied however in cases where there is evidence of mitigating circumstances, providing the Head of Department (in the case of malpractice determined via a departmental meeting [section 3]) or Chair of the Panel (on behalf of the Panel, in the case of malpractice determined by a panel of inquiry) is in agreement, a lesser sanction than normally recommended for the level of offence may be agreed providing it is in accordance with the sanctions available under 6.4 and a clear rationale for the application of this discretion is recorded in the minutes of the meeting.*

If you believe you have been misadvised about mitigating circumstances in the Malpractice procedure, please contact the advice centre to speak to an adviser by calling **01695 657301** or email us at [suadvice@edgehill.ac.uk](mailto:suadvice@edgehill.ac.uk)