

UK Open College Plagiarism Policy

Registering as a student with UK Open College, all work and assignments submitted to your tutor have been undertaken by you, the student using your own study methods and research.

UK Open College will not accept plagiarism or any form of malpractice. Any student proven guilty of plagiarism may be removed from the course. **Cutting & pasting from the internet is plagiarism. Copying from the course book is Plagiarism.**

The use of 'paraphrasing' is acceptable but you need to ensure that this isn't just the odd word that is changed here and there, as this would still be classed as plagiarism. There needs to be a clear understanding of your own thoughts, knowledge and words displayed.

Plagiarism – definition

"Stealing and publication of another authors language, thoughts, ideas or expressions and the representation of them as one's own original work"

Wikipedia.org June 2015

What is plagiarism?

Plagiarism is an act of fraud. It involves the copying of someone else's work and laying it out for your personal use/gain. With today's technology it is very simple to copy and paste text/wording from any source. Although students are encouraged to research using the internet and various other sources it is also important to reference and highlight within your work when this has been done. We provide a referencing guide in each of our study packs showing how to do this, if you are still unsure please contact your tutor for guidance.

If your tutor suspects plagiarism they will return your work to you without it being marked to give you the opportunity to amend your work and resubmit.

If your second submission still appears to be copied it will be returned again without being marked, at this point the company director will be informed.

If you send your work in for a third time and your tutor still has concerns the company director will send you a written warning.

Failure to send in work that the tutor is confident is your own for a fourth time may result in you being removed from the course.

If you are expelled from the course you will forfeit all course fees paid. You will not be able to complete your course or claim any kind of reimbursement.

This policy was reviewed on
Reviewed by
Next review date

6th October 2018
B. Nicholls
6th October 2019