

Plagiarism Policy on TWP Courses

1. Scan all learner files associated with the plagiarism incident
2. Testimony from the tutor/assessor who delivered the course
3. Another tutor/assessor to review the files to confirm plagiarism
4. Set up an interview (phone/face to face) with the learners involved to discuss the matter – a full account of the situation from the learner’s perspective.
5. Submit a report to Awarding Organisation based on the points above – including timings of when incident was first reported, dates of interviews with learners, copy of files, all info.
6. Awarding Organisation takes over the process and investigation begins on their side.
7. Awarding Organisation reports outcome to centre
8. Centre follows advice from Awarding Organisation on next steps.