



CMI Plagiarism and Collusion Statement – Ref: AB/STA/0003/Jul18/V05

Introduction

Plagiarism and collusion are very serious offences and any Learner found to be copying another Learner's work or quoting work from another source without recognising and disclosing that source will be penalised.

Definitions

'Plagiarism' means presenting work, excerpts, ideas or passages of another author without appropriate referencing and attribution.

'Collusion' occurs when two or more Learners submit work which is so alike in ideas, content, wording and/or structure that the similarity goes beyond what might have been mere coincidence. It must be made clear to all Learners and staff that whilst the discussion of ideas, working in groups (as directed by the CMI Approved Centre) and other forms of verbal discussion are acceptable, the sharing of a Learner's written response to an assessment is NOT acceptable. To do so, even with the best intention, leaves the Learner open to their work being used without their knowledge and could lead to allegations of collusion. Learners and staff MUST be advised that best practice is not to share, in any format, written thoughts, ideas or assignments which are being used for CMI qualifications.

Both are considered by CMI to be a serious matter, which will be dealt with in accordance with its published Malpractice and Maladministration Policy and Procedure.

Procedure for Suspected Plagiarism and Collusion

When a Learner submits an assignment for the unit, completing the relevant Statement of Authenticity, the Learner is confirming that the work submitted for all tasks is their own and does not contravene CMI policies, including word count, plagiarism and collusion. CMI Centres must sign the Statement of Authenticity, confirming that to the best of their knowledge the work submitted is the Learner's own. CMI and CMI Centres will return assessments to the Learner if the necessary Statements of Authenticity have not been completed.

The full procedure, if suspected plagiarism or collusion has been identified, is fully laid out in the CMI Malpractice and Maladministration Policy and Procedure.

In the event that a Learner is found to have perpetrated malpractice, the Learner will be withdrawn from his/her qualification immediately; fees **will not** be refunded, the relevant Regulatory Body may be informed and membership of CMI will be withdrawn.