



Plagiarism is a form of cheating and is a serious offence. It arises where work submitted by a learner is not their own, and has been taken from another source. The original material is then effectively hidden from the assessor, either by not referencing it properly (if this is allowed within the qualification or assessment guidance) or by not mentioning at all that the material has come from a third party.

The most common types of plagiarism are:

- copying (in any form and from any source) including copying and pasting from the internet
- collusion (working with a friend or in a group and collaborating to produce work which everyone uses for their submission)
- buying answers online or asking someone else to do the work for you.
- using AI (such as ChatGPT) to produce your work for you.

Plagiarism is a serious matter for the Vista Education. If not dealt with, it will ultimately devalue qualifications to the detriment of all concerned.

Vista Education will take action if we suspect there has been any plagiarism.

Our possible responses may include

- To issue a warning and request a resubmission of all affected work
- Depending on the severity of the offence, we may ask you to leave your course. Under these circumstances no refund of fees will be made and we will not offer any route to certification.

- In severe cases, where the malpractice threshold has been met, we will follow our stated procedures in our Malpractice Policy to deal with the matter

Policy Review: this policy will be reviewed annually as a minimum.

Responsible Person: Sue Ward

Created: October 2021

Date of next review: August 2025