

Joint Surgical Colleges Fellowship Examinations

Table of infractions graded according to levels of seriousness
with appropriate ranges of penalties applied to candidates

This is accompanied by document OP30 JSCFE Suspected Malpractice Policy

Type of Infraction	Warning	Component Invalidated / Result Withheld	All Components Invalidated / Result Withheld	Barred from entry
	Penalty 1	Penalty 2	Penalty 3	Penalties 4-5 May be used in addition to Penalty 3

Introduction of unauthorised material into the examination				
Notes, textbooks or study guides & personal organisers	Notes of an academic nature but irrelevant to subject	Notes relevant to subject, but no proof of attempt to use	Notes relevant & used, or prepared to be used	For extreme or repeated examples of activity under penalty 3
Calculators, dictionaries	Not used	Used or attempted to use		
Personal music/MP3 player	Not used, or used but not contain material relevant to subject		Used, contains material relevant to subject	For extreme or repeated examples of activity under penalty 3
Mobile phone, smart watches or other similar electronic devices	In the examination room but not in the candidate's possession, & rings or beeps; in the candidate's possession, but no evidence of being used or being active	In the candidate's position & is active (rings, beeps, used as calculator)	Evidence that device is used to obtain or pass on information	For extreme or repeated examples of activity under penalty 3
Wearing of unauthorised headphones, earphones, earbuds (excludes those provided by a test centre for noise-cancelling)		Used or attempted to use	Used, contains material relevant to subject	For extreme or repeated examples of activity under penalty 3

Standard Penalties	Penalty 1	Warning
In all cases the exam diet is counted as an attempt	Penalty 2	Result for a component of exam invalidated / result withheld
	Penalty 3	Result for all components of exam invalidated / result withheld
	Penalty 4	Barred from entry for set period
	Penalty 5	Barred from entry ever again (Penalty 5 would also imply the imposition of Penalty 3)

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Obtaining, receiving, exchanging or passing on information which could be examination related (or the attempt to)				
Talking/use of telephone	Isolated incidents of talking before start of exam or while papers are being collected but candidates have not been dismissed	Talking during exam about matters not related to exam; receiving non exam related information	Talking during the exam with intention to give or obtain answers	For extreme or repeated examples of activity under penalty 3
Written communication	Passing written communications (notes) which clearly have no bearing on the exam.	Receiving exam related information via notes (no proof of use)	Passing exam related notes to other candidates; deliberately helping one another; swapping answer sheets. Receiving & using information contained in notes	For extreme or repeated examples of activity under penalty 3
Copying from another candidate			Permitting examination answers to be copied; showing other candidates the answers; copying from another candidate's answers	For extreme or repeated examples of activity under penalty 3
Soliciting information about examination from earlier candidates	Overheard discussing scenarios, patient volunteers or questions with candidates who have not yet been examined		Colluding or actively seeking information from candidates or patient volunteers about questions or clinical cases used in the exam	For extreme or repeated examples of activity under penalty 3

Standard Penalties	Penalty 1	Warning
In all cases the exam diet is counted as an attempt	Penalty 2	Result for a discrete part or component annulled/withheld
	Penalty 3	All results for exam to date annulled/withheld
	Penalty 4	Barred from entry for set period
	Penalty 5	Barred from entry ever again (Penalty 5 would also imply the imposition of Penalty 3)

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Collusion	Work of candidates reflects that go beyond statistical probability but it is not known whether this was copying or collusion		Collusion was observed to take place	For extreme or repeated examples of activity under penalty 3
Disruptive behaviour in the exam room (including the use of offensive language)	Minor disruption lasting short time	Repeated or prolonged disruption; unacceptably rude remarks; behaviour necessitating removal from the room; warning from invigilator/supervisor ignored	Provocative or aggravated bad behaviour; repeated or loud offensive comments; physical assault on staff, patient volunteers or property	For extreme or repeated examples of activity under penalty 3
Failing to abide by the conditions of supervision designed to maintain the security of the exams	Removing answers from the exam room but with proof that the answers have not been impaired; breaching supervision instructions (candidate unaware of instructions)	Leaving MCQ examination early; deliberately breaking supervision instructions; removing answers from exam room but with no proof that the answers are safe	Removing answers from the exam room & with proof that the answers have been tampered with; removing question book from room	For extreme or repeated examples of activity under penalty 3
Failing to abide by the instructions or advice of an invigilator, supervisor or the JCIE in relation to the exam rules and regulations	Minor non-compliance, e.g. sitting in a non-designated seat; continuing to write or input responses after being told to stop once	Major non-compliance e.g. refusing to move to designated seat; continuing to write or input responses after being told to stop more than once	Repeated & aggravated non-compliance e.g. with abusive or threatening behaviour	For extreme or repeated examples of activity under penalty 3
Impersonation			Deliberate use of wrong name or candidate number; impersonating another individual; arranging to be impersonated	For extreme or repeated examples of activity under penalty 3

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Identification		Obstructing/disabling the webcam, moving out of camera view for prolonged period, positioning camera so that face is not visible	Refusing to provide adequate identification or falsifying identification in camera-based assessments	For extreme or repeated examples of activity under penalty 3
The inclusion of inappropriate, offensive or obscene material in answers	Isolated words or drawings, mildly offensive	Frequent obscenities in answers; isolated mild obscenities or mildly offensive comments aimed at examiners or staff members	Extremely offensive comments, obscenities or drawings aimed at an examiner, staff member or racial or religious group	For extreme or repeated examples of activity under penalty 3
Misuse of exam material		Copying exam questions during exam with intention to remove them	Misuse of exam material or information including; gaining prior knowledge of exam information; improper disclosure or receipt of exam information including dissemination of original or reproduced material either through removal of written material, screengrabs or upload of memorised question content	For extreme or repeated examples of activity under penalty 3
The alteration of any results document or certificate			Falsification/forgery	For extreme or repeated examples of activity under penalty 3
Bribery			Bribing or attempting to bribe an exam official, clinical or simulated patient volunteer	For extreme or repeated examples of activity under penalty 3
Behaving in a way to undermine the integrity of the exam			Attempting to obtain certificates fraudulently; attempted bribery	For extreme or repeated examples of activity under penalty 3

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