

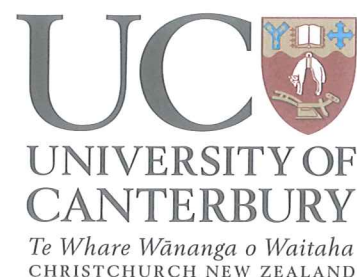
## Office of the Registrar

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27 August 2014

Andre Knops

By e-mail: Andre Knops <fyi-request-1938-a9d6c1a5@requests.fyi.org.nz>

Dear Andre,

### **OFFICIAL INFORMATION ACT REQUEST 14.29**

I refer to your e-mail request for information on the breach of examination rules at the University of Canterbury, dated 22 August 2014.

You requested “the number of people caught breaching exam rules during the end of semester exam period of 16 June to 28 June 2014”. You additionally requested “a table showing of those that were found in breach of the rules the action taken by the University (expulsion, loss of credit, fine, case dismissed etc.)”. Your request is answered as follows:

Incidents can be classified into two types:

- Instant fines (no evident intention to cheat)
- More serious discipline issues which are referred to the Proctor.

#### Examination incidents administered by the Examination Arrangements Senior Co-ordinator

The instant fine for cell phones which emit a sound in the examination room has been in place for a number of years. The Mid-year 2014 examination period saw an extension of the instant fine to students who had an electronic device in their pockets. Students were provided with warnings via various modes: web, e-mails, Facebook, posters, and verbal announcements in the examination rooms. Examination instructions for students, including rules regarding cell phones and electronic devices can be found here:  
<http://www.canterbury.ac.nz/exams/instructions.shtml>

The cell phone fine is administered by the Examination Arrangements Senior Co-ordinator. Students may appeal this fine to the Associate Registrar.

Twenty-five fines were administered for the Mid-year 2014 examination period.

- |   |    |
|---|----|
| • Cell phone/iPod in pocket               | 11 |
| • Cell phone made a sound during the exam | 12 |
| • Cell phone rang in pocket               | 02 |

No appeals were successful.

Examination incidents referred to the Proctor

There were eight incidents referred to the Proctor for the Mid-year 2014 examination period.

- Unauthorised notes 4
- Unauthorised Calculators 3
- Suspected copying 1

Outcome of incident reports from Proctor.

Summary	Outcome
Suspected notes	No Action (no evidence of cheating)
Wandering eyes	No response from student; various follow ups; full sanction on academic record
Notes	Minor breach of discipline; \$150 fine; not entered on Discipline Register
Unauthorised calculator	Minor breach of discipline; \$150 fine; not entered on Discipline Register
Unauthorised calculator	Minor breach of discipline; \$150 fine; not entered on Discipline Register
Suspected notes	No Action (notes not relevant to exam)
Suspected notes. Owner of notes was not able to be identified.	No Action
Writing on hand	No Action

Yours faithfully



Tom Norcliffe  
**Information and Records Manager**