



University of East Anglia

Information Services Directorate

The Library
University of East Anglia
Norwich Research Park
Norwich NR4 7TJ
United Kingdom

Email: foi@uea.ac.uk
Tel: +44 (0) 1603 593 523
Fax: +44 (0) 1603 591 010
Web: <http://www.uea.ac.uk>

[REDACTED]

11 December 2015

Dear [REDACTED]

Freedom of Information Act 2000 – Information request (ref: FOI_15-238)

We have now considered your request of 12 November 2015 as follows:

“I write to request the following information for each of the last three academic years (2012/13, 2013/14, 2014/15).

Please further break down each answer by i) Home/EU students vs. overseas students, and ii) within that by undergraduate, masters and PhD level if applicable.

- 1) a) *How many students have been caught cheating?*
- b) *How many of these students were found to have cheated in coursework?*
- c) *How many of these students were found to have cheated in exams? If possible, please specify what form the cheating took.*
- 2) *How were these students punished?*
- 3) *Have you had any cases where someone presenting to take a written or oral exam was not the registered student and was instead posing as them? If so, what punishment followed? “*

Unfortunately on this occasion, as advised in my emails of 01 and 07 December 2015 we have determined that the cost of finding and assembling some of the requested information will exceed the ‘appropriate limit’ as defined by section 12 of the Act and the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004/3244.

The ‘appropriate limit’ of £450, which equates to 18 hours’ work, relates to a request in its entirety. If the University cannot locate, retrieve and extract some or all of the requested information within the 18 hours we are not obliged to retrieve any of the information requested.

Specifically, in combination with all the other information requested, the time required to provide the information requested in questions (1)(c) and (2) of your request would require more than the appropriate limit.

To provide the requested information that maps both punishments and offences for cheating in coursework to individual instances of misconduct would require manual examination of some 566 individual misconduct files. At 2 minutes per record to

locate and extract the requested information, it would take 18 hours which is at the appropriate limit alone, not accounting for the time and effort required to secure the other information requested.

While we regret we are not able to respond to your request as it stands, we would be able to respond to a request that was simpler and narrower in scope. For example, we certainly could respond to questions 1(a), 1(b) and 3 of your request on their own, or including question 1(c) if the question as to the form of cheating is eliminated. Indeed, we could also respond to the same query if we only were asked to supply the types of offences and punishments without mapping them to individual cases of misconduct.

We hope the information we have provided will help in drafting a new request if required, but also note that you have the right of appeal against this response. If you wish to appeal, please set out in writing your reasons for appealing and send to the above address. You must appeal within 60 calendar days of the date of this letter. Any appeal received after that date will not be considered nor acknowledged. This policy has been reviewed and approved by the Information Commissioner's Office.

You also have a subsequent right of appeal to the Information Commissioner's Office. Further information is available on their website:

https://ico.org.uk/Global/contact_us, or by telephone on 0303 123 1113.

Please quote our reference given at the head of this letter in all correspondence.

Yours sincerely

David Palmer
Information Policy and Compliance Manager
University of East Anglia