



Record of suspected fraud during a test Graduate School of Life Sciences

See the back of this form for explanation.

Subject invigilate:

Date: _____ Time: _____

Exam/course code: _____ Room: _____

Irregularities/details to be reported (report):

Confiscated documents:

Student cooperates fully and submits any supporting evidence: **yes/no***

Written commentary from the student (not mandatory):

Name invigilator: _____ Name student: _____

Student number: _____

Enrolled in the programme: _____

Signature invigilator: _____

*** delete as appropriate**

Hand in this original to the examiner of the course, who will send it within one working day to the Board of Examiners: boardofexaminersgsls@uu.nl (Faculty of Science) or boardofexaminersgsls@umcutrecht.nl (BMS). Give a copy to the student.

Explanation

In case of suspected fraud during a test, the procedure as described in article 2.5 paragraph 11 of the Rules and Regulations of the Board of Examiners of the Graduate School of Life Sciences applies:

When the examiner suspects a student of fraud during the test, (s)he;

- informs the student concerned of this suspicion;
- asks a co-invigilator to be witness;
- confiscates evidence, such as crib notes, or, if this is not possible (e.g. in case of fraud committed with the help of a mobile phone), (s)he collects evidence by taking photos or other means;
- draws up a report (using the 'process verbaal' form), describing what has happened and what (s)he has observed;
- **allows the student to finish the test;**
- sends the student's test, this report and all evidence separately to the Board of Examiners within one working day.

The Board of Examiners determines whether fraud has been committed and decides on a possible sanction, in accordance with the rules as described in art. 5.14 of the Education and Examination Regulations (OER). The Board of Examiners will contact the student about their decision.