

NEA AND COURSEWORK

Rules and regulations



What is NEA/coursework?

- NEA is non-examined assessment – work that you complete that counts towards your final mark for a course that is not done in the exam hall.
- Coursework is basically the same – but this term only applies for OCR Nationals/Technicals and project qualifications (AQA Extended Project in sixth form)
- Not all courses have NEA/coursework.

Who sets the rules?

- The Joint Council for Qualifications (JCQ) is the organisation that oversees all of the exam boards and sets the general rules around qualifications, including exams, NEA and coursework.
- In addition, each course has specific rules about NEA/coursework.
- There are set procedures that have to be followed if school staff, moderators or examiners suspect that rules have been broken.

General rules

- You must not get help from anyone other than your subject teacher.
- You must meet the deadline – we cannot give you an extension unless there are special circumstances, and even then it can only be a short one.
- You must keep your work secure and not share it with others.
- The work that you submit must be your own.
- You must use referencing to show where you have used information from other sources – whether you are quoting directly or rewriting it in your own words. Your teacher will advise on this.

What happens if I break the rules?

- If you break the rules, there are a range of penalties that can be applied by the awarding body:
 - the piece of work could be awarded zero marks
 - you could be disqualified from that component for the examination series in question
 - you could be disqualified from the whole subject for that examination series
 - you could be disqualified from all subjects and barred from entering again for a period of time.

What happens if I break the rules?

- Ultimately, there are no shortcuts to real learning. If you cheat on NEA/coursework, you are just cheating yourself.
- If you need help, make sure that you ask the teacher well ahead of the deadline.
- **It is simply not worth the risk...**

Can I use AI?

- There are rules around the use of AI that you need to be familiar with.
- You **must not** submit work **generated or improved** by an AI tool as your own.
- The general rule is that you can use it as a source, as long as you keep a copy of what the AI generated, and reference it as a source, as you would with a book, website etc.

Should I use AI?

- AI tools are **not a reliable source of information** – they make things up when they do not know the answer. This is known as AI hallucination.
- When Google first unveiled Bard, it very publicly came up with a wrong answer in response to a question about new discoveries made by the James Webb Space Telescope.
- A New York lawyer got in trouble when he used ChatGPT for legal research and submitted a brief that included six “bogus” cases that the chatbot appears to have simply made up.
- News outlet CNET was forced to issue corrections after an article generated by an AI tool ended up giving wildly inaccurate personal finance advice when it was asked to explain how compound interest works. (Source: <https://edition.cnn.com/2023/08/29/tech/ai-chatbot-hallucinations/index.html>, accessed 2/11/23.)
- **Our advice is therefore to avoid using AI as a source.**

Should I use AI?

- Using AI could prevent you from demonstrating the skills that you need to hit the mark scheme, as you have had assistance.
- You could therefore get lower marks.

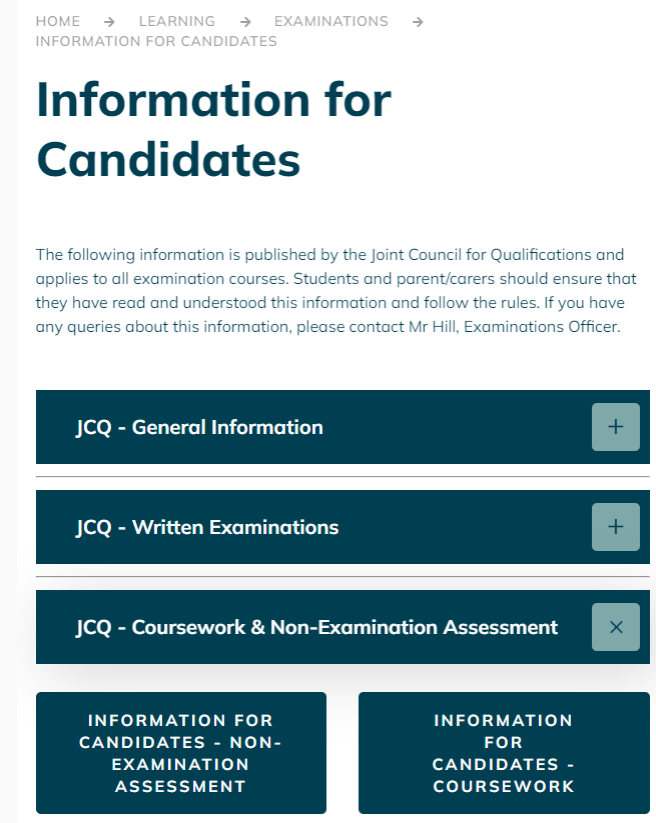
Show the Northgate Values

- **Respect** the rules – they make sure that the system is fair.
- Show **determination** – do your work to the best of your ability.
- Use **teamwork** – work with your teacher if you need help and advice.



Where can I find more information?

- The information from JCQ is on the school website in Learning/Examinations/Information for candidates.
- I will send a link to your school email and to parent/carer/guardian(s) via email.



HOME → LEARNING → EXAMINATIONS → INFORMATION FOR CANDIDATES

Information for Candidates

The following information is published by the Joint Council for Qualifications and applies to all examination courses. Students and parent/carers should ensure that they have read and understood this information and follow the rules. If you have any queries about this information, please contact Mr Hill, Examinations Officer.

- JCQ - General Information +
- JCQ - Written Examinations +
- JCQ - Coursework & Non-Examination Assessment ×

INFORMATION FOR CANDIDATES - NON-EXAMINATION ASSESSMENT

INFORMATION FOR CANDIDATES - COURSEWORK

What should I do if I have any queries or concerns?

Make sure that you speak with your subject teacher – they are the expert in what is or isn't allowed for that course.

