



Supporting you from start to finish

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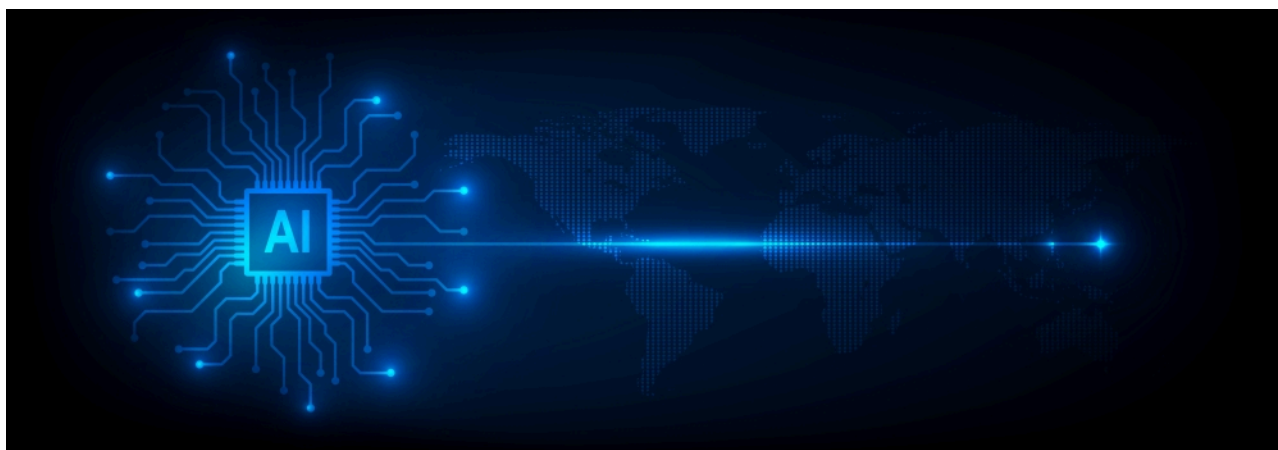
FEBRUARY 2025 NEWSLETTER



Hello and welcome to the February newsletter!

This month's newsletter offers some guidance on the use and misuse of Artificial Intelligence, provides a reminder about the March moderation, and lists upcoming webinars for February and early March.

Using Artificial Intelligence (AI)



Every piece of work that is submitted to TurnitinUK to check for originality and plagiarism, is also checked for AI use. This means that if you have used a Chatbot or AI generated answers in any of your TAQ responses, this will be detected, and your work will be returned to you as it will not be 'ready for marking'. To avoid this, make sure that if you use AI, you are not misusing it.

Understanding the difference between AI use and AI misuse is very important:

- Permitted AI use in your studies means that you can use AI Chatbots to help you plan or research,
- AI misuse is when you use the responses from the Chatbot in your assessment. This is academic misconduct as the work that you submit will not be your own,
- Asking a Chatbot to improve how your work is written is also classed as AI misuse.

The declaration in your student answer sheets addresses AI and includes a link to an **AI evidence form** that you can complete to evidence any AI used in your planning or research.

Once you have uploaded an assessment to TurnitinUK, a report will be generated that your tutor will check before they mark your submission. If there is evidence of AI use, they will send your work back to you. This is the first step in the [Plagiarism Procedure](#) which includes guidance on AI misuse (see also the [Plagiarism Policy](#)).

To avoid this, please ensure that assessments you submit are your own work and sources are paraphrased in your own words to demonstrate your understanding. If you have any questions regarding this, please contact your tutor in the first instance.

A **webinar** on AI use is available here from our YouTube Channel: [AI Use and Misuse](#)

March Moderation 2025

For the March 2025 moderation, the deadline for final submission of assessments is Friday 28th March. Submitting your work in advance of this date allows plenty of time for any resubmission work and remarking.

Moderation is when assessment work that has been marked by your tutor is checked by the Awarding Body, **Ascentis**. During this process, final grades are confirmed, and Diplomas are awarded. Certificates are then issued, and these should be with successful students in May.

UCAS applications



The deadline for UCAS applications for most 2025 entry undergraduate courses was 29th January. However applications can be sent after this, but providers cannot guarantee they'll give it equal consideration.

If you would like to make an application after the deadline, please see the Toolkit on your learner account for more information.

Online Webinars and Q&A Drop-ins



February and early March's webinar/Q&A sessions are:

- [Literary Criticism - 12th February 2025 at 14:00](#)
- [Time management & effective study - 12th February 2025 at 19:30](#)
- [The Role of Play - 26th February 2025 at 14:00](#)
- [Time management & effective study - 26th February at 19:30](#)
- [Exams in Medicine - 5th March at 19:30](#)

You can see the upcoming webinars and Q&A sessions between now and April from your learner account by clicking on 'myCourses' and then 'webinars'. You can also watch past webinars on demand from here too.

Our Recorded Webinars

We have a number of on-demand webinars that you have access to from our YouTube channel.

Our top picks for Webinars to watch this month if you are a new student are:

- [The Course Induction](#)
- [Academic Writing](#)
- [Referencing](#)



Your questions answered



This month's questions are:

Why do we set TCDs and moderation dates?

Our answer:

Your TCD (Target Completion Date) is the date that you plan to complete your studies by. You will then be entered for moderation in the next available moderation period after your TCD has been met. Moderations are where the diploma is awarded to you, and they happen in June, November and March. We set your moderation and TCD as these are key dates in your progression and entry to university, and they give you goals to work towards. Your TCD is also linked to your tuition payments (if you are paying for your course in instalments). For instance, if you extend your TCD then your payments are spread over more months and so would reduce (unless you are on the monthly extension fee).

Why do we ask you to use your ILP?

Our answer:

Your ILP helps you to plan your time so that you meet your moderation goals and are able to stick to rules we have, such as having 45 credits of your Diploma completed six weeks before a moderation deadline. This ensures that your work is spread evenly across your time on the course, you are not rushing for moderation (which can lead to poorer quality work) and you are therefore able to complete everything you need to in time to moderate and go to university.

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