



PROCEDURE FOR REPORTING CONCERNS REGARDING POST-REGISTRATION STUDENTS ON COURSES NOT LEADING TO FURTHER ANNOTATION / REGISTRATION

1. This Procedure should be used where Section 4 of the [Student Misconduct & Fitness to Practise Regulations](#) cannot be applied as the student is post-registration and not on a course that leads to further annotation/registration, but they are alleged to have committed an act of misconduct, or members of staff have concerns about their actions or behaviour.
2. If a member of staff has concerns regarding the actions or behaviour of a registered student, they should report these to the Head of Subject for the student's course.
3. Any suspected misconduct should be reported by the Head of Subject via an Allegation of Misconduct Form and sent to the Student Casework Unit. The case will be progressed with reference to [Procedure for Stage 1: Non-major Misconduct](#) and/or [Procedure for Stage 2: Investigations into Student Misconduct & Fitness to Practise](#) and/or [Procedure for Stage 2: Committee Hearings](#).
4. Once an outcome has been reached, either at faculty level or at university level, the most senior registrant within the faculty will report the outcome to the relevant statutory/professional body. Where appropriate, the student's employer will also be informed.