



The Following Description Pertains to an Alleged Academic Violation of the Student Integrity Code:

Date of Incident : _____

Instructor Name : _____

Instructor Email : _____

Course Name and Number : _____

Student(s) Involved :

ID # :	Name :
_____	_____
_____	_____
_____	_____
_____	_____

Nature of Violation :

<input type="checkbox"/> Plagiarism <input type="checkbox"/> Inappropriate Proxy <input type="checkbox"/> Work Completed for course and submitted to another course <input type="checkbox"/> Complicity in academic dishonesty	<input type="checkbox"/> Inappropriate collaboration <input type="checkbox"/> Dishonesty in examination and submitted work <input type="checkbox"/> Deliberate falsification of data <input type="checkbox"/> Copyright violations
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Proposed Disciplinary Action :

<input type="checkbox"/> Resubmission of work assigned by the faculty member. <input type="checkbox"/> A lowered grade or loss of credit for the work found to be in violation of the integrity code. <input type="checkbox"/> Educational activities. They may include writing essays or set a presentation for the community.	<input type="checkbox"/> Submission of additional work for the course in which the offense occurred. <input type="checkbox"/> A failing grade of (F) or (WF) or denial of credit for the course in which the offense occurred. <input type="checkbox"/> Reprimand from dean of college, which is a written statement of disapproval issued to the student, and filed in his records.
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Within two days of alleged violation date, instructor must meet with student and complete this form, including student plea. Accused student must sign one of the following options:

_____ I, the concerned student, accept responsibility for this alleged violation and the penalty proposed by the instructor. I understand that this form will be filed in my student record.

_____ I, the concerned student, accept responsibility for this alleged violation but I DO NOT ACCEPT the penalty proposed by the instructor. I understand that I must appeal the penalty to the department head.

_____ I, the concerned student, do not accept responsibility for this alleged violation and request a hearing to review the allegation.

Date : \ \

Student Signature : _____

Instructor Signature : _____

Department Head Signature : _____