

Form for Reporting Violations of the Academic Integrity Code.

Use this form for all violations of academic integrity code.
Please send this form to your Dean (or designee) and department chair.

Faculty name:	Department:
Telephone number:	E-mail address:
Course title: Course #:	Student's ID:
Student name:	Student's College (if known):
Student's telephone number and e-mail (if available to you):	
Briefly describe the incident. Attach additional pages if necessary. Also attach copies of evidence.	
Did you discuss the violation with the student? yes no. Did the student admit violating the code? yes no. If you did not discuss the violation, you should have notified the student by e-mail or other written means. Please attach a copy of the notification.	
What grade penalty did you impose?	
Do you recommend that this be treated as a Class I violation or as a Class II violation (Class II is a minor violation or with mitigating circumstances)?	
Faculty Signature	Date

A copy of this form will be sent to the student, once it has been review by the Dean