



## ACADEMIC INTEGRITY INFRACTION FORM

This form is to be used for reporting infractions of the Academic Integrity portion of the Student Code of Conduct.

Student Name: \_\_\_\_\_  
Student's Tech ID: \_\_\_\_\_  
Student's Advisor: \_\_\_\_\_  
Faculty Name: \_\_\_\_\_  
Course Name and Number: \_\_\_\_\_  
Date of Infraction: \_\_\_\_\_

**Type of Infraction:** Attach additional documentation/explanation of the event.

- copying other's work during an examination
- using unauthorized notes or aids during an examination
- taking an examination for another student
- collaboration with any other person during a test without permission
- unauthorized assistance on an examination
- arranging for another student to take an examination
- attempting to obtain, or knowingly obtaining, using, buying, selling, transporting or soliciting in whole or in part the contents of an unreleased test or information about an unreleased test
- bribing any other person to obtain an unreleased test or information about an unreleased test
- submitting substantial portions of work for credit in more than one course, without consulting the instructor
- submitting research and assignments prepared by others (e.g., purchasing the services of a commercial term paper company)
- plagiarism in any form
- altering or forging an official college document
- other (explain in detail in attached documentation)

See the complete policy for further explanations and definitions. [Code of Conduct](#)

### Procedure Checklist

- The faculty member has discussed the specific charge with the student, met with the student to discuss the charge, considered the evidence, and heard the student explanation.
- The faculty member has determined that the student has violated the Academic Integrity Policy.
- The faculty member has informed the student of the consequences of the violation and the course-related sanctions the faculty member will impose.

### Referral to Administrators

- The academic offense is so egregious that it warrants further sanctions, and the issue is being referred in a written report to the Academic Dean.

Faculty Signature: \_\_\_\_\_ Date: \_\_\_\_\_