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: ____________________________

10/31/17