Faculty Report Form For Suspected and/or Adjudicated Incidents of Academic Dishonesty

Please complete this form to report an instance of suspected and/or resolved academic dishonesty. Make a copy for your records and forward the original along with copies of all available supporting documentation to the Office of Student Affairs – S350.

Instructor’s Name ___________________________ Phone Office ___________________________ Cell ___________________________ E-mail ___________________________

Dept ___________________________ Course ___________________________ Section ___________________________ Semester ___________________________

Student Name ___________________________ Student ID ___________________________

Date of Incident ___________________________

Type of Incident:  

☐ Cheating  ☐ Plagiarism  ☐ Other  ___________________________

Description of Incident: ____________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Did the student admit to the charge of cheating, plagiarism or other acts of academic dishonesty?  

☐ Yes  ☐ No  ☐ Student could not be contacted

Action Taken by Faculty: ____________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

Explanation of recommended sanction: ____________________________________________

________________________________________________________________________

________________________________________________________________________

Signature of Faculty Member ___________________________ Date ___________________________

Resolution of the Case After Adjudication  

Academic Sanction ____________________________________________

Disciplinary Sanction ____________________________________________

Signature of Academic Integrity Officer ___________________________ Date ___________________________