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 ___________