REPORTING FORM FOR VIOLATIONS OF THE ACADEMIC INTEGRITY POLICY

To be used by faculty who are reporting violations per section V of the Academic Integrity Policy for traditional undergraduate students

Please deliver this completed form, or send an email containing the same information, to the vice provost for undergraduate programs within two weeks of the discovery of the violation. Please attach any related documentation.

Date of report ___________________________________________________
Reporting faculty _________________________________________________
Department _________________________ Phone _____________________
Email address ___________________________________________________

Name(s) of student(s) violating the Academic Integrity Policy:
________________________________________________________________
________________________________________________________________
________________________________________________________________
Class_______________________________ Semester___________________

1. Nature of violation: (cheating on a test, plagiarism of a paper, etc.)
________________________________________________________________
________________________________________________________________
________________________________________________________________

2. Sanction assigned to the student:
________________________________________________________________
________________________________________________________________
________________________________________________________________

3. How did you inform the student of this violation and sanction?

☐ In writing (please attach copy of correspondence)
☐ Verbally on ____________________ (date)