### ACADEMIC INTEGRITY REPORT FORM

Date: __________ Course: _______________________________ Semester: __________

Student: __________________________ Instructor: ______________________

Banner ID: __________________________

Description of incident: _______________________________________________________

(attach additional sheets if necessary)

Meeting with student held:  □ Yes  □ No – Reason ______________________________________

If student is completely unavailable for a meeting, instructor will provide his/her decision and sign form. Form is scanned, electronic copy to Chief Student Affairs Officer, paper filed with department.

Instructor’s decision, with supporting documentation _______________________________

(attach additional sheets if necessary)

Instructor’s signature: ____________________________ Date: __________

Student: I (□ agree  □ disagree) with the decision of the instructor.

Student’s Comments: __________________________________________________________

(attach additional sheets if necessary)

Student’s signature: ____________________________ Date: __________
F.4.2.3.F (Form) Academic Integrity Report Form

Responsible Departments: Vice Chancellor for Student Success, Vice Chancellor for Academic Success

Based on Board Policy: F.4.2 - Student Conduct

Approved: 4-30-10

Last Amended:

If student is in agreement, the form and any attached sheets are scanned, electronic copy goes to Chief Student Affairs Officer, paper filed in department. If student disagrees, form should be sent immediately to chair* with date noted below:

**FLAG:** The Chair* must review and sign before or on ______________________ (5 business days after date of student’s signature). (date)

Chair’s* decision: ______________________________________________________________

Chair’s* signature: ________________________________ Date: ______________

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F.4.2.3.F (Form) Academic Integrity Report Form
Responsible Departments: Vice Chancellor for Student Success, Vice Chancellor for Academic Success
Based on Board Policy: F.4.2 - Student Conduct
Approved: 4-30-10
Last Amended:

Faculty member: I (□ agree □ disagree) with the decision of the Chair*.

Faculty Member’s signature: ____________________________ Date: ______________

Student: I (□ agree □ disagree) with the decision of the Chair*. (signature line on next page)
Student’s signature: ______________________________________ Date: ______________

If student and faculty member are in agreement, the form and any attached sheets are scanned, electronic copy goes to Chief Student Affairs Officer, paper filed in department. If either disagrees, form should be sent immediately to Academic Integrity Committee with date noted below:

**FLAG:** The Academic Integrity Committee must notify the Chief Student Affairs Officer of the need to convene an Academic Integrity Panel and notification of the *date to convene* must be sent to student and faculty member before or on __________ (5 business days after student’s or faculty member’s second signature).

Decision of Academic Integrity Panel: ____________________________

(uphold or reverse Chair’s* decision)

________________________________________

Date: ____________________________

Signature: ____________________________ Print Name: ____________________________

Signature: ____________________________ Print Name: ____________________________

Signature: ____________________________ Print Name: ____________________________

Signature: ____________________________ Print Name: ____________________________

Signature: ____________________________ Print Name: ____________________________

Form and any attached sheets are scanned, electronic copy sent to Chief Student Affairs Officer and Chief Academic Affairs Officer, paper filed in appropriate department. A written notification of the Panel’s decision is sent within 5 business days to student and faculty member. Decision of the Panel is final.

*Dean or dean’s designees if chair is not available.