



(Option B): Academic Integrity Violation Report

Instructions: This (Option B) Academic Integrity Report is to be used by the instructor for reporting and assessing academic sanctions for violations of academic integrity/dishonesty--cheating or plagiarism at the course level. However, instructors have a special obligation to use an (Option B) Violation Report when in his/her assessment of the incident(s): the student's act exceeds the lowest standards of academic honesty; is deemed an egregious act of poor judgment; may call into question the student's commitment to honing his/her intellectual life; and whose behavior negatively reflects on the very core values of the University. In addition, if the instructor chooses not to complete the (Option A) Academic Integrity Violation Report and Discussion Agreement, he or she must nonetheless notify the student by face-to-face, telephone, e-mail, campus mail, or US mail, and must complete (Option B) Academic Integrity Violation Report, attach relevant materials, and forward this information to the Provost's office.

Regardless, the instructor accusing the student of the academic integrity violation may award a failing grade on the assignment, a failing grade in the course, or may otherwise adjust the assignment or course grade as deemed appropriate. In addition, instructors may choose to assign additional work.

Course Prefix/Number Semester

Course Name

Date Violation Identified

The Instructor must notify the student prior to sending this (Option B) Academic Integrity Violation Report to the Office of the Provost. Instructors must notify students of their intention to report a suspected incident of academic misconduct within ten (10) calendar days of detecting the incident.

Student's Name Student's Number

Student's Local Address

Student's University E-mail

Instructor's Name

Instructor's Department

Instructor's E-mail

Date Student Contacted

Method of Student Contact (check all that apply)

- Face-to-face Phone E-mail Mail US Mail

Check One:

- As Instructor, I **HAVE** discussed this incident with the student
 As Instructor, I **HAVE NOT** discussed this incident with the student

Description of the Violation Incident and Sanction Assigned (Instructor: please describe in reasonable detail the nature and extent of the alleged violation. You are required to supply supporting evidence, information, and documentation, e.g., copy of the project, assignment, test in violation, course syllabi, and assignment instructions)

Additional space is located at the bottom of the form.

Instructor's Signature

Date

*Instructor: Please send this signed report, with all accompanying information and evidence, to: Office of the Provost or Office of Student Rights & Responsibilities - 114 Jesse Hall.
Thank you.*

Space for additional violation description and comments: