Guide to Handling a Suspected Case of Academic Misconduct

Student allegedly engages in academic misconduct. Instructor notifies student of allegation, sanctions, and right to appeal.

Instructor completes Academic Misconduct Report and submits to Office of Student Conduct (OSC) and Department Chair. OSC communicates to Instructor that report has been received. If it is the first academic misconduct incident, the OSC will require the Student attend an Academic Integrity Workshop.

Student does not contest and accepts sanctions. or

Student sends Academic Misconduct Student Appeal form to Department Chair or

Report is added to Student file in OSC. or

OSC consults with Instructor.

OSC convenes Faculty Hearing Board (FHB).

Chair rejects Student appeal and notifies OSC. or

Chair accepts Student appeal and notifies OSC. or

Instructor reevaluates Student work.

FHB finds Student responsible for academic misconduct. or

FHB finds Student not responsible for academic misconduct.

Student requests OSC convenes FHB.

Student, Instructor, and Department Chair notified by OSC.

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Student accepts FHB decision. or

Student appeals to Provost.