

Office of Academic Services and Advising **Academic Integrity Incident Report**

Date of Incident:	Name of Reporter:		Department:
Involved Student(s), Class Year(s): Nature of the Incident: Please describe the alleged violation of the academic integrity policy, include any relevant details about the alleged incident (such as the nature of the assignment, etc.). Include a brief description of the evidence supporting the assertion the academic integrity policy has been violated. Additional pages may be attached. Outcome of Meeting with Student (choose one, faculty submissions only): Resolution and Agreed-Upon Outcome (Please specify outcome): Suggested Letter: (Choose one if a resolution and agreed-upon outcome is selected above) Formal Letter' Informal Le			
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(Choose one if a resolution and agreed-upon outcome is selected above) Formal Letter*			
** Formal Letter** * A formal letter is a discipline record that is retained for seven years post-graduation. The letter is kept confidential and is shared only under the following circumstances: (a) in the case of a repeated violation of the Academic Integrity Policy; (b) upon request of student (often as part of the admission process to graduate school, medical school, service programs, etc.); and, (c) upon request from law enforcement. **Please attach:** • Classroom based violation(s): If the violation is related to a specific class, please attach a copy of each of the following and submit to the Assistant Dean of Academic Services and Advising: • A syllabus for the class, the assignment, and evidence of the alleged violation(s): • Non-Classroom based violation(s): • Evidence of the alleged violation (if applicable)			
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			Date:
Student's Signature: Date:	, ·		Date: