

## Academic Dishonesty Form

Step 1 - Infraction Summary (To be completed by	the reporting faculty member)
Student Name	Student ID#
Course Number Course Title	
Course Session & Year	
Academic Department	
Instructor Name	
Date Academic Dishonesty Discovered	
Brief Description of Academic Dishonesty	
<del> </del>	
<del> </del>	
Instructor Signature	Date
Confirmation Signature	Date
(Confirmation from the Designated College Delegate)	
Course of Action: (Select all that apply) x Student will receive academic counseling from instance and student will receive a zero (0) grade on the association of the student will receive a grade of "F" for the course.  Other:	
	·····

Step 2 – Academic Dishonesty History (To be completed by College Delegate) Any previous violations can be obtained by contacting the Registrar's Office.					
First offense? (Circle one) Yes (Continue to Step 3) No (Complete rest of information in this box)					
Level and date of previous academic dishonesty charge(s)					
Date of remediation from prior charge(s)					
Total academic dishonesty points including points from this charge					
Ston 2	Mooting with				
Step 3 - Meeting with Student, Instructor, Designated College Delegate, and possible Student Advocate *Student Advocate must be a University of Findlay faculty or academic advisor.					
(To be completed by the Designated College Delegate)					
Date of meeting					
Level of Infraction (circle one) One	Two Three Four				
Type of Infraction (circle all that apply)					
Cheating Fabrication Pla	agiarism Facilitation Sabotage				
Attendance: Please print the name of each individual attending the 'Preliminary Meeting' including the student. If an individual is not able to be physically present but is digitally present, please note it next to the name.					
Student	Instructor				
Student Advocate	College Delegate				
College Delegate's Summary of the Meeting:					
	<del>-</del>				
	·····				
Student Signature					
*The student signature acknowledges that the student attended the meeting and has received the information regarding policy and is not an admission of guilt. This signature can be substituted with an email stating this acknowledgment.					
Instructor Signature	Date				
Submit this form, along with all supporting documents, to the Office of Academic Affairs.					