

University of Minnesota Duluth

Report of Academic Dishonesty

All incidents of academic dishonesty must be reported to the UMD Office of Student Conduct, according to UMD policy. Faculty members handle incidents themselves but *must submit this form, and copies of the evidence, to the Office of Student Conduct in 245 KPlz.* Faculty members are not required to notify the department head. Please call 726-7255 if you have questions.

Collegiate Unit (check)

- | | |
|---|---|
| <input type="checkbox"/> College of Education and Human Service Professions | <input type="checkbox"/> Graduate School |
| <input type="checkbox"/> College of Liberal Arts | <input type="checkbox"/> Labovitz School of Business and Economics |
| <input type="checkbox"/> Continuing Education | <input type="checkbox"/> School of Fine Arts |
| | <input type="checkbox"/> Swenson College of Science and Engineering |

Faculty/Staff Information

Name: _____

Signature: _____

Department: _____

Phone number: _____

E-mail address: _____

Student Information

Name: _____

ID number: _____

Current address: _____

E-mail address: _____

Year in school (circle) F, S, J, S, Grad Student

Summary of Incident and Sanction Imposed by Faculty

Course: _____

Date of offense: _____

Summary of incident (attach separate sheet if necessary): _____

Sanction imposed by faculty:

- | | |
|---|--|
| <input type="checkbox"/> Warning/reprimand | <input type="checkbox"/> Grade reduction in the class , including an F |
| <input type="checkbox"/> Additional work | <input type="checkbox"/> Other sanctions deemed appropriate by faculty member (please describe): _____ |
| <input type="checkbox"/> Re-examination | _____ |
| <input type="checkbox"/> Grade reduction on an assignment/quiz/test , including an F | _____ |

While all incidents of academic dishonesty are reported to the Office of Student Conduct, the coordinator will generally impose further sanction(s) for multiple offenses. Multiple offenses may result in suspension or expulsion from the University.

Student Affidavit

Student, please read before signing:

I have read the charges against me and understand them. I am aware this form will be sent to the UMD Office of Student Conduct, per UMD policy. Multiple offenses may result in suspension or expulsion from the University.

Check below that you either (1) accept the sanction or (2) disagree with the allegations and/or sanction. **If you disagree with the allegations and/or sanction, the Office of Student Conduct will contact you and provide you with information on UMD's Student Academic Grievance Policy.**

- I accept the sanction as stated above.
- I disagree with the allegations and/or sanction and will appeal this through UMD's Academic Grievance Policy. To begin the appeal process, I understand that I have ten (10) weekdays from the date below to schedule a meeting with the department head. If the faculty member is the department head, I need to schedule the meeting with the assistant/associate dean of the college.

Faculty, please note: If a student disagrees with an allegation or the faculty-member's sanction, students will be notified by the Office of Student Conduct of UMD's Academic Grievance Policy. The next step in the process is to have the student meet with the department head. If it is still not resolved at this level, the student then meets with the assistant/associate dean of the college.

Signature of Student

Date

Student refuses to meet with faculty member

- The student refused to meet with faculty member. The faculty member imposes sanction.

Signature of Faculty Member

Date