Academic Misconduct Case Flow Chart

Responsible instructor has reviewed documentation and suspects an act of academic misconduct has occurred.

Faculty notifies the student of the allegation within 5 college working days of discovery and attempts to schedule an initial meeting with the student.

Student has an opportunity to review the allegations, accept or deny responsibility, and sign the Academic Misconduct Report Form.

Responsible Instructor consults with the Chair/Departmental Designee regarding the allegation of academic misconduct. If the instructor and Chair/Designee believes there is enough information to support the allegation, both parties should sign the Alleged Academic Misconduct Report Form.

Alleged Academic Misconduct Report Form is forwarded to the Office of Student Conduct (OSC).

Student meets with OSC staff member. OSC confirms student’s position from initial meeting and explains the academic misconduct process.

Student contests responsibility and/or disagrees with the academic sanctions.

Student appeals to Academic Integrity Appeal Board within 5 college working days.

- Student found not responsible
  - Case Dismissed

- Student found responsible but given lesser academic sanctions

Student accepts responsibility and academic sanctions.

- Student is responsible for violation (J.) and academic sanctions. Student goes through OSC process for conduct sanctions (see OSC case flow chart)

- Appeal Denied; student found responsible and the academic sanctions are upheld.

- Student fails to appeal