

Adelphi University
Academic Honesty Violation Report Form

Course _____ Semester _____ Report Date _____ Incident Date _____

Student _____ Professor _____

Violation: *

- Fabricating data or citations
- Collaborating in areas prohibited by the professor
- Unauthorized multiple submission of work, e.g., same paper used in more than one course, etc.
- Sabotage of others' work, including library vandalism or manipulation
- Plagiarism: presenting any work as one's own that is not one's own
- The creation of unfair advantage
- The facilitation or assisting with dishonesty
- Tampering with or falsifying records
- Cheating on examinations through the use of written materials or giving or receiving help in any form during the exam, including talking, signals, electronic devices (e.g., text messaging), etc., or copying from another's work

(* Copies of supporting evidence should be attached to this Form)

Description of the Violation: (Please feel free to use and attach additional pages to provide information for this and other explanations requested) _____

Sanction: Failure in Work Assignment
 Failure in Course
 Other (please explain) _____

The student and I have discussed the incident and (Select one of the following four options):

_____ the student admits responsibility for the violation and accepts the sanction (Additional comments: _____)

_____ the student does not admit responsibility for the violation* (Additional comments: _____)

_____ the student admits responsibility for the violation but does not accept the sanction* (Additional comments: _____

_____ the student and I have ***not*** discussed the incident (Explain) _____

(*) _____ The student has been advised that they may appeal this to the Committee for Academic Honesty

Student Signature _____ Date _____

Student Comments: _____

Professor Signature _____ Date _____

Please send this form ***and*** copies of supporting evidence to the Provost's office.

This report is maintained in the Provost's office but does not become part of the student's permanent academic record.

Revised April 2005

(Some of the material in this report format was collected at the Center for Academic Integrity Convention held at Kansas State University, October 2004.)