



## CSN STUDENT ACADEMIC INTEGRITY REPORT (Academic Integrity Policy)

Send completed form to your School Academic Integrity Committee: Advanced & Applied Technologies, CYA2710; Arts & Letters, WCE254; Business, Hospitality & Public Services, CYC262; Education, Behavioral & Social Sciences, WCH101; Health Sciences, WCK321; Science & Mathematics, WCH301. *This report is placed in the student's temporary disciplinary file and may become part of the student's permanent record if the violation is considered to be egregious, or is part of a pattern of repeated infractions.*

STUDENT: \_\_\_\_\_ DATE: \_\_\_\_\_  
 CONTACT TELEPHONE NUMBER (if available): \_\_\_\_\_ NSHE ID: \_\_\_\_\_  
 PRIMARY INSTRUCTOR / DESIGNEE \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
 EMAIL ADDRESS: \_\_\_\_\_ OFFICE/SORT CODE: \_\_\_\_\_ COURSE NUMBER/SECTION: \_\_\_\_\_  
 SEMESTER/YEAR: \_\_\_\_\_ DATE OF INCIDENT: \_\_\_\_\_

**ALLEGED ACADEMIC INTEGRITY VIOLATIONS: *Check applicable items below***

- A. Plagiarism: Intentionally using the words, creative works, or ideas of another, from the Internet or any source, without proper citation of the sources.
- B. Cheating: Receiving external assistance during an examination or any academic exercise unless expressly permitted by the instructor; or communicating in any manner with another student not permitted by the instructor during an examination; or working with others on course work, unless expressly permitted by the instructor; or receiving aid not permitted by the instructor, in connection with any academic assignment, regardless of the location, including in-class, off-site, such as clinical settings, or off-campus.
- C. Self-plagiarism: Turning in the same work in more than one course (or when repeating a course) unless permission is received in advance from the instructor.
- D. Substitution for another: Acting or attempting to act as a substitute for another, or using or attempting to use a substitute, in any academic evaluation or assignment.
- E. Unauthorized use or possession of devices or content: Any means to copy or photograph materials for academic evaluation not authorized by the instructor for use during the academic evaluation or assignment, including but not limited to cameras, telephones, text messages, computer disks, audio recorders, calculators, solution materials, photocopies, materials from previous courses, commercial research services, and notes.
- F. Buying, selling, and possessing unauthorized materials: Possessing, reading, buying, selling, or using any materials intended for an academic evaluation or assignment in advance of its administration without the knowledge and consent of the instructor.
- G. Falsifying or altering information connected to an academic evaluation: 1. Falsifying information for inclusion in an assigned paper, project or exercise; including inventing or altering data from a laboratory or field project, or creating fictional citations for a paper; 2. falsifying or misrepresenting hours or activities in relationship to coursework, an internship, externship, field experience, clinical activity, or similar activity; or 3. attempting to influence or change any academic evaluation, assignment or academic records for reasons having no relevance to academic achievement. This includes, but is not limited to, bribery, threats, and unauthorized changes to any academic record.
- H. Facilitating, permitting or tolerating any of items A. through G.
- I. Other: \_\_\_\_\_

**ACADEMIC SANCTION(S): *Check applicable items below***

|   |   |
|---|---|
| <input type="checkbox"/> 1. Resubmitting an assignment.                                   | <input type="checkbox"/> 4. Failing grade for assignment or other activity. |
| <input type="checkbox"/> 2. Reduction of points/letter grade for the assignment or other. | <input type="checkbox"/> 5. Failing grade for course.                       |
| <input type="checkbox"/> 3. Reduction of points/letter grade for the course.              | <input type="checkbox"/> 6. Other:  |

MEETING DATE: \_\_\_\_\_

**DECISION:**

|   |   |
|---|---|
| <input type="checkbox"/> 1. The allegation is dismissed.                          | <input type="checkbox"/> 3.-The primary instructor believes a violation occurred, and the student disagrees. The student can then choose to initiate an appeal. |
| <input type="checkbox"/> 2. The student accepts responsibility for the violation. | <input type="checkbox"/> 4. Student declines initial meeting.   |

ATTACH DOCUMENTATION FOR REQUEST FOR MEETING IF MEETING WAS DECLINED. COMMENTS:

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructor/Designee Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**School Academic Integrity Committee: *Check applicable items below***

|   |
|---|
| <input type="checkbox"/> 1. No appeal by student; paperwork checked for completion. |
| <input type="checkbox"/> 2. Student appealed; summary attached.                     |