
Student Name_____
Date of Incident_____
Dept._____
No._____
Section_____
Course Title

Category of the Incident:

- Cheating on Exam or Other Assignment
- Committing Plagiarism or Using False Citations
- Submitting Work for Multiple Purposes
- Submitting False Data or Deceptive Information
- Falsifying Academic Documentation or Grade Alteration
- Abuse of Library Privileges or Shared Electronic Media
- Encouragement or Tolerance of Academic Dishonesty
- Other _____

School or College
of Student Involved CAS SBA SOEAP SOEDescription of Incident: _____

_____Was a penalty assessed? Yes NoExplanation of Penalty _____

Instructor's Signature: _____ Date: _____

The term instructor may refer to any faculty or staff member.

The instructor must inform the student that an Academic Dishonesty Incident Report has been initiated, and an appeal procedure is available. Instructor's signature indicates that the student has been notified.

If the student does not discuss the incident with the instructor within ten business days, or decides not to appeal, the instructor shall inform the department chair or program director in which the incident occurred and send the report form to the student's dean(s).

If the student decides to appeal the alleged incident, the report form will follow the student through the appeal process and eventually the form will be sent to the student's dean(s).

Student's Signature: _____ Date: _____

Signature only acknowledges that student is aware of accusation.
Appeal process is on back of form

If the student believes that an accusation of academic honor code violation or penalty is not valid, he or she may appeal in the sequential manner outlined in the University of Dayton Academic Honor Code, Section V.

1. Appeal to the Department Chair or Program Director in which incident occurred.

Result of Appeal:

Chair's or Program Director's Signature: _____ Date: _____

2. Appeal to the department review committee in which incident occurred.

Result of Appeal:

Review Committee Chair's Signature: _____ Date: _____

3. Appeal to the Office of the Dean in which the incident occurred.

Result of Appeal:

Dean's Signature: _____ Date: _____

4. Appeal to the Office of the Provost.

Result of Appeal:

Provost's Signature: _____ Date: _____

If during the appeal process, it is decided in favor of the student, no report will be placed in the student's file(s).
If the student changes major, the report will be transferred to the new dean(s)'s office(s)