

Faculty Form for Suspected Incidents of Academic Dishonesty

It is necessary to complete this form to report any instances of suspected academic dishonesty. Please review the [CUNY Policy on Academic Integrity](#). Print out a copy of this report for your records. Forward the Faculty Form for Suspected Incidents of Academic Dishonesty and original paper suspected of academic dishonesty, along with the copies of all available supporting documents, to:

Office of the Dean of Student Affairs
Room A-216, 718-368-5563

INSTRUCTOR INFORMATION:

Instructor Name: _____

Department: _____

Telephone Number: _____ E-mail: _____

Course: _____ Section: _____ Semester: _____

STUDENT INFORMATION:

Student Name: _____ Student ID: _____

INCIDENT INFORMATION:

Date of Incident: _____

Type of Incident: _____ If other, please describe: _____

Explanation of Incident: _____

Did the student admit to the charge of cheating, plagiarism or other act of academic dishonesty?

Yes No

Explanation: _____

Have you resolved the matter informally?

Yes No

If yes, please state how?

A failing grade on the exam/paper A failing final grade
 Other (please explain) _____

If no, do you advocate further action by the college and possible referral to the Faculty- Student Disciplinary Committee?

Yes No

Signature of Faculty Member: _____

Date: _____