

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 policy at <https://www.cuny.edu/about/administration/offices/legal-affairs/policies-resources/academic-integrity-policy/>. Print out a copy of this report for your records. Then, forward the Faculty Form for Suspected Incidents of Academic Dishonesty along with copies of all supporting documents to:

Office of Community Standards & Student Engagement, Rm A-216 **OR**

email: studentconduct@kbcc.cuny.edu

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: _____