

Academic Misconduct Resolution Form

The University student code of conduct affords student conduct officers to resolve alleged policy violations without a structured hearing. For the purposes of academic integrity, the faculty member observes an apparent act of academic misconduct, discusses it with the student, and in most cases, comes to a resolution. When the Faculty of Record and the student in question reach resolution, this form must be used. This resolution requires the student to admit to misconduct and accept the proposed punishment. All disciplinary records including those involving academic misconduct of any severity are retained for seven years.

If a resolution cannot be reached, the matter is adjudicated by student affairs conduct hearing officers. Please include this form and all pertinent information when completing the report of academic misconduct at: https://publicdocs.maxient.com/reportingform.php?SouthDakotaStateUniv&layout_id=3.

Please enter or print the following information:

_____ Faculty of Record	_____ Course Number (i.e., ENGL 101-02)
_____ Student	_____ Student ID

Nature of Academic Misconduct Allegation

(Check all that apply: Refer to the University Policy 2.4 regarding Academic Integrity if needed)

- No misconduct
- Using unauthorized assistance or materials including sources beyond those authorized by the instructor and acquisition of tests or other academic material
- Prohibited behavior stated in course syllabus or class discussion
- Falsifying or misrepresenting data or results from a laboratory or experiment
- Using published or unpublished work of another person without full and clear acknowledgement
- Using unauthorized materials prepared by another person or agency engaged in the selling of term papers or other academic materials
- Engaging in other conduct that a Reasonable Person would consider dishonesty relating to academic achievement, research results, or academically related public service
- Furnishing false information or false representations to any University Official, instructor, or office
- Engaging behavior that a Reasonable Person would consider to be academic misconduct

Academic Sanction

(check all that apply)

- Conversation and resubmit assignment
- Resubmit assignment with grade reduction
- Assess zero points for assignment
- Assess lower grade for course
- Remove from course
- Assess failing grade for course

Notes (below or on back of page if and as needed):

By signing below, both the student and faculty acknowledge the discussion regardless of the final outcome.

_____ Faculty of Record	_____ Date	_____ Student	_____ Date
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By signing below, both the student and faculty acknowledge the student has accepted responsibility for academic misconduct. By accepting responsibility, the student waives the right to appeal the charges as stated.

_____ Faculty of Record	_____ Date	_____ Student	_____ Date
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By signing below, both the student and faculty acknowledge the student has accepted the sanctions associated with academic misconduct. By accepting responsibility, the student waives the right to appeal the sanctions as stated.

_____ Faculty of Record	_____ Date	_____ Student	_____ Date
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