

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)

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 Using published or unpublished work of another person without full and clear acknowledgement | |

Academic Sanction

(check all that apply)

- | | |
|---|--|
| <input type="checkbox"/> Conversation and resubmit assignment | <input type="checkbox"/> Assess lower grade for course |
| <input type="checkbox"/> Resubmit assignment with grade reduction | <input type="checkbox"/> Remove from course |
| <input type="checkbox"/> Assess zero points for assignment | <input type="checkbox"/> 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 |
|-------------------|------|---------|------|

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 |
|-------------------|------|---------|------|

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 |
|-------------------|------|---------|------|