

ACADEMIC HONOR POLICY: **Student–Instructor Resolution Form**

Before attempting a Student–Instructor Resolution, call/email Student Affairs at 777-2190 or [lstackhouse@fsu.edu](mailto:lstackhouse@fsu.edu) to check the student’s record.

**Students have 5 class days to respond to instructor's outreach regarding the allegations**

*Note: This form is used to document resolutions between students and instructors. It should not be used when students have a prior record of academic misconduct, when the alleged violation is egregious (as defined in the Academic Honor Policy), and when students accept responsibility for the violation but want to dispute the proposed sanction. Students may not drop/withdraw from /change the grading basis of courses in which there are academic misconduct allegations/violations.*

Student Name: \_\_\_\_\_ EMPLID: \_\_\_\_\_ Student Email: \_\_\_\_\_  
(EMPLIDs are 9 digits)

Instructor Name: \_\_\_\_\_ Instructor Email: \_\_\_\_\_

Department/College: \_\_\_\_\_ Course: \_\_\_\_\_ Semester: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Alleged Violation: (Mark/ check the number(s) corresponding to the policy violation; see <https://fda.fsu.edu/AHP>)

1       2       3       4       5       6       7

Description of the Alleged Violation:

Date of Alleged Violation:

Proposed Sanction:

I recommend that the student have the opportunity to expunge their record if no further misconduct occurs prior to degree completion: YES       NO

*Instructors are welcome to provide more context for their above recommendation on a separate document.*

I hereby agree that I have violated Florida State University’s Academic Honor Policy in the manner described above and agree to the proposed sanction. I understand that I may not drop/withdraw from /change the grading basis of this course.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Instructor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Note: This agreement becomes a confidential student record of academic dishonesty.)

*Instructors should contact the Student Affairs for assistance at 850-770-2190 or [lstackhouse@fsu.edu](mailto:lstackhouse@fsu.edu).*

**The instructor should send this form to:**  
Dr. LaToya Stackhouse, Barron Building 208  
Or scan to [lstackhouse@fsu.edu](mailto:lstackhouse@fsu.edu)