

COWLEY COLLEGE
ACADEMIC INTEGRITY VIOLATION FORM

Faculty Member Section

☐ Warning Only

☐ Documented Violation

Student First name: _____ Last name: _____ Student Cowley ID: _____

Course name: _____ Course number & section: _____ Date of offense: _____

Type of offense: ☐ Cheating

☐ Complicity in Academic Dishonesty

☐ Fabrication

☐ Falsification

☐ Multiple Submission

☐ Misuse of Academic Materials

☐ Plagiarism

☐ Other Type of Violation

Explanation (and attach supporting documentation):

Warning Only:

- Email a copy of this form with documentation to AIV@cowley.edu.

Documented Violation:

- Inform the student without unnecessary delay of the alleged violation and provide the student the opportunity to respond. However, you must immediately email AIV@cowley.edu that you are reporting a suspected case of academic dishonesty so class withdrawal option is blocked.
- Forward copy of this form and supporting documents to AIV@cowley.edu, one copy to your department chair, and retain a copy for your personal records.
- Record a zero score in the gradebook for the assignment/assessment.

Instructor's acknowledgement: _____ Date: _____

For Office Use by Academic Affairs

☐ Warning

*Enter in admin
tracking

☐ First

*Enter in admin tracking

*Send letter

*Notify teacher of disposition

☐ Second

*Enter in admin tracking

*Send letter

*Change grade to "XF"

*Notify teacher of disposition

*Project Assigned

*Notify A.C.E.S. Sponsor

☐ Third

*Enter in admin tracking

*Send expulsion letter

*Change grade to "XF" and
all other grades to "WA"

*Notify teacher of disposition

Academic Affairs Administrator: _____ Date: _____

*** For Office Use by Vice President of Academic Affairs (if Appealed)**

Date of appeal request: _____ Date of appeal: _____ Date student notified of decision: _____

Members of appeal committee:

☐ Reporting faculty member: _____

☐ Department chair: _____

☐ Two other faculty members: _____

Disposition of appeal:

☐ Denied (notify student)

☐ Approved (notify student and other parties as needed)

Vice President of Academic Affairs: _____ Date: _____