ACADEMIC MISCONDUCT INCIDENT FORM
TEXAS A& M UNIVERSITY-CORPORUS CHRISTI

Faculty/Instructor Information

Instructor Name ____________________________________ Department _____________________________
Telephone ___________________ E-Mail Address _____________________________________________
Course/Section _____________________________ Date of Alleged Violation _________________________

Student Information

Student Name ______________________________ Student ID# ____________________________________

If you have a local telephone and/or e-mail for this student, please provide:
Telephone Number: _______________________ Email: ___________________________________________

Part I: Charge

I am charging the above named student with a violation of academic misconduct as specified below. Check all that apply. Please refer to the procedures for the definitions of academic misconduct.

☐ Cheating ☐ Multiple Submission
☐ Fabrication, Falsification or Forgery ☐ Complicity
☐ Plagiarism ☐ Other _____________________________

Please describe the alleged violation and all parties involved (You may attach an additional sheet if needed):

Since the burden of proof is on the instructor, the instructor should attach to this form all documentation of the alleged violation, the course syllabus and specific instructions for the assignment.
Please list the academic sanction that was taken against the student

Formal Disciplinary Recommendation of Faculty Member (optional):

___ I recommend no formal disciplinary action unless the student has a history of academic dishonesty.

___ Based on the severity of this individual incident I recommend formal disciplinary action. I understand that the student may be placed on disciplinary probation, suspension or dismissal based on this incident alone and/or the student’s history of academic misconduct.

Part II: Resolution

Please have student carefully read each resolution and initial the appropriate space indicating which resolution they are accepting:

____ ACCEPTANCE OF RESPONSIBILITY

By signing below, the student acknowledges a violation of the Academic Integrity policy. The student and the faculty agree to the academic resolution noted below and to forward the matter to the Assistant Dean of Students. The student understands that if s/he has a previous history of academic misconduct it may result in further sanctions being recommended by an Academic Integrity Hearing Panel.

____ ACCEPTANCE OF RESPONSIBILITY / DENIAL OF SANCTION

By signing below, the student acknowledges a violation of the Academic Integrity policy. By not agreeing to the sanction listed below for the academic misconduct the student understands that the matter will be referred to the Department Chair for mediation and, if no agreement is reached, to an Academic Integrity Hearing Panel to determine sanction. The student’s history of academic misconduct may result in further sanctions being recommended by an Academic Integrity Hearing Panel.

____ DENIAL OF RESPONSIBILITY

By signing below, the student denies a violation of the Academic Integrity Policy and requests a formal disciplinary process. They student understands that failure to meet with faculty or refusal to sign the document will be treated as an acceptance of responsibility. The student further understands that any previous history of academic misconduct may result in further sanctions being recommended by an Academic Integrity Hearing Panel.

I affirm by my signature that I understand my rights and options as described in the Procedures for Academic Misconduct Cases. In addition, both the faculty member and the student understand that there will be a delay of any academic penalty until the conclusion of the Academic Integrity process and that any history of academic misconduct may be considered during the process.

Student Signature _________________________________ Date____________________

___ Student failed to appear or refused to sign document

Faculty Signature _________________________________ Date____________________

If you have questions, please contact Student Affairs at 361-825-2612.