FACULTY REPORT FOR SUSPECTED AND/OR ADJUDICATED INCIDENTS OF ACADEMIC DISHONESTY FORM

Instructor Name: ______
Department: ______
Telephone: ______
Email: ______
Course Name: ______
Course and Section #s: ______
Semester: ______
Student Name: ______
Last 4 digits of Student SS#: ______
Date of Incident: ______
Type of Incident: Cheating _____ Plagiarism _____ Other _____
Description of Incident: ______
Did you discuss the charge of cheating, plagiarism or other academic dishonesty with the student? Yes _____ No _____
Did the student admit to the charge? Yes _____ No _____
Have you informally resolved the matter? Yes _____ No _____

If yes, state how:

______ A failing grade on the exam/paper/project
______ A failing final grade
______ Other, please describe ______

Faculty Signature ______
Date ____________________________

When any instance of student academic dishonesty arises, the involved faculty member is to complete and submit this form to the Department Chair, and the following two offices. Also, keep the report and all support materials.

Office of Academic Standards and Evaluations Director, Liliana Calvet
Shuster Hall, Room 280
718-960-8106
LILIANA.CALVET@LEHMAN.CUNY.EDU

Office of the Vice President for Student Affairs
Dean of Students, John Holloway
Shuster Hall, Room 204
718-960-8241/8242
JOHN.HOLLOWAY@LEHMAN.CUNY.EDU

Faculty Report for Suspected and/or Adjudicated Incidents of Academic Dishonesty Form
2016 revision