

UCR Academic Misconduct Admission/Denial Form



Student Conduct & Academic Integrity Programs

Phone: (951) 827-4208
 Email: conduct@ucr.edu
 Website: www.conduct.ucr.edu
 119 Costo Hall

This form is **designed to serve as a supplemental form to be uploaded to the online Academic Misconduct Report Form** (https://ucr-advocate.symplcity.com/public_report).

All cases of student academic misconduct should be reported to SCAIP as soon as possible. For information on the Academic Senate policy and procedures, please see the link at: <http://conduct.ucr.edu/learnPolicies/Pages/AcademicIntegrity.aspx>

Student Name:	Student Identification Number: 86 - -	
Instructor Name and Title:	Instructor's email:	
<input type="checkbox"/> Professor <input type="checkbox"/> Asst. Prof. <input type="checkbox"/> Assoc. Prof. <input type="checkbox"/> Lecturer <input type="checkbox"/> TA. <input type="checkbox"/> Other: _____	Department:	
Instructor's Phone Number:	Quarter:	
Course Name and Number:	Incident Date:	

Alleged Violation(s) of 102.01, Academic Misconduct:

- Cheating**: Fraud, deceit, or dishonesty in an academic assignment, or using or attempting to use materials, or assisting others in using materials that are prohibited or inappropriate in the context of the academic assignment in question.
- Plagiarism**: The appropriation of another person's ideas, processes, results, or words without giving appropriate credit. This includes the copying of language, structure, or ideas of another and attributing (explicitly or implicitly) the work to one's own efforts. Plagiarism means using another's work without giving credit.
- Fabrication**: Making up data or results and recording or reporting them, including laboratory or field research results. In the context of student academic integrity, this also includes falsifying academic or university documents and providing false information or testimony in connection with any investigation or hearing under this policy.
- Unauthorized collaboration**: Working with others without the specific permission of the instructor on assignments that will be submitted for a grade. This applies to in-class or take-home tests, papers, labs, or homework assignments. Students may not collaborate without faculty authorization.
- Facilitating academic dishonesty**: Assisting another in violating the policy of Academic Integrity, such as taking an exam for another student or providing coursework for another student to turn in as his or her own effort.
- Interference or sabotage**: Damaging, removing, or otherwise harming another student's work or University materials and systems to affect the academic performance of others.
- Retaliation**: Retaliation of any kind against a person who reported or provided information about suspected or alleged misconduct and who has not acted in bad faith.
- Failure to comply with research regulations**: Failure to comply with research regulations such as those applying to human subjects, laboratory animals, and standards of safety.

Student Response:

- Above Student Accepted Responsibility**
 Student understood and articulated that their specific actions violated the academic misconduct policy, **and** they accepted responsibility for the actual academic policy violation. If the student has **admitted responsibility to the instructor in person (signed this form or form of admission) or in writing (via email)**, you may immediately submit the respective grade sanction or require student to follow up with the action you list below.
- Above Student Denied Responsibility / Did Not Respond**
 Student denied their actions violated the academic misconduct policy or they did not respond to requests to discuss the matter. If the student **denied responsibility or did not respond to your request to meet/communicate**, please submit a Grade Delay (GD) as a course grade placeholder for the student until the alleged violation has been reviewed by SCAIP. Please continue to allow student to attend class, submit assignments, and take examinations/quizzes until case has been reviewed through SCAIP Administrative Review.

When forwarding an academic misconduct incident to SCAIP please include the following:

1. The original of this form
2. A course syllabus
3. Original work in question (i.e. exam, paper, scantron, blue book, lab(s), etc.)
4. Supporting documentation/evidence (i.e. original source, web links, work of other student(s) involved, written communication to/from student, etc.)

ⓘ Please retain a copy of forwarded materials for your records**

Per UCR Academic Senate Policy & Procedures on Academic Integrity, this form and signatures below are to ensure and document that:

- 1) Communication or attempted communication (if student fails to respond) about the alleged academic misconduct detailed on this form and attached supporting documents has been shared with the student
- 2) The student has been provided with the opportunity to respond to the alleged academic misconduct

Instructor's Signature: _____

Date: _____

Student's Signature: _____

Date: _____