

## Delaware Valley University Academic Dishonesty Report Form

**Notification:** Complete this section and forward a copy to the student, student's department chair and the Vice President for Academic Affairs (VPAA)

Student Name \_\_\_\_\_

Identification Number \_\_\_\_\_ Date of Incident \_\_\_\_\_

Course Number, Section, and Name \_\_\_\_\_

Describe the Incident (Attach pages if needed): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Faculty Action:** I have taken the following action for this incident based on college policy and my policy on academic integrity as stated in the course syllabus:

\_\_\_\_ Failure (zero) of that assignment/test                      \_\_\_\_ Failure of the course \*

Faculty Name \_\_\_\_\_ Date filed \_\_\_\_\_

Faculty Signature \_\_\_\_\_

*\* A copy of this form will be forward to the Registrar's Office when the faculty member is failing the student for the course. Upon receipt, the Registrar's Office will assign the "F" grade to the student's official transcript.*

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**Vice President for Academic Affairs Action:** The above action is being taken by the faculty member and recorded in the VPAA office. Further action will be taken where there are multiple incidents of dishonesty.

Number of reported incidents of dishonesty, including this one:

\_\_\_\_ One                      \_\_\_\_ Two                      \_\_\_\_ Three

**Action that will be taken for multiple incidents:**

**Second incident** will result in automatic failure in the course and student will be subject to suspension upon review by the VPAA

**Third incident** will result in suspension from the College for one or more years as determined by the VPAA

If there are multiple incidents of academic dishonesty, copies of completed form will be sent to:

\_\_\_\_ Faculty member                      \_\_\_\_ Registrar                      \_\_\_\_ Student

\_\_\_\_ Department Chair of Faculty member                      \_\_\_\_ Department Chair of Student

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**Student Action:** The student is referred to the Cheating Policy and Grievance Procedure listed in the DVU College Catalog.