

Honor Code Violation Report Form

Cases of academic dishonesty should be reported to the Office of Student Conduct and Community Standards. For questions regarding this form or the process, please call 209.946.2177 or email studentconduct@pacific.edu

Student Name: _____ ID # _____
Last First MI

Local Address: _____ ZIP: _____
(optional) Street Address City State

Faculty Name: _____ Office Phone #: _____

College of: _____ Department: _____ Alternate Phone #: _____

E-mail: _____ Course Name/Number: _____

Date of Alleged Incident: _____

Please provide a brief description of the incident:

I have communicated with the student regarding the violation ☐ Yes ☐ No
The student has accepted responsibility for the violation ☐ Yes ☐ No

Faculty Action: (please check all that apply)

- | | |
|---------------------------------------------------------------------|------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Warning | <input type="checkbox"/> Filing report and requesting investigation by Student Conduct |
| <input type="checkbox"/> Lower grade on the assignment/paper/exam | <input type="checkbox"/> Filing report and requesting <u>no</u> further judicial action* |
| <input type="checkbox"/> Re-do assignment/paper/exam | <input type="checkbox"/> Filing report and requesting <u>further</u> judicial action** |
| <input type="checkbox"/> "F" or "Zero" on the assignment/paper/exam | <input type="checkbox"/> I request to be present at the student conduct hearing |
| <input type="checkbox"/> Lower final course grade | <input type="checkbox"/> Please contact me in advance of any judicial action |
| <input type="checkbox"/> "F" or "No Credit" for the course | |

☐ Other – please specify _____

*The student will be notified in writing of the report and the establishment of a student conduct file. The student will meet with the Director of Student Conduct to discuss the violation(s) and strategies for prevention, but will not receive additional sanctioning.

**Further Action: The Director or a Student Conduct Review Board will hear the matter and make a determination of responsibility and sanctioning. If the student has prior violations recorded with Student Conduct, the matter will be referred to a Board for review and additional sanctioning.

Initial reporting may be sent via email to studentconduct@pacific.edu. Please forward any supporting documents (including your syllabus) via electronic or campus mail along with a copy of this report to the Office of Student Conduct (Room 123 Hand Hall). If you have any questions, please contact the Office of Student Conduct at 209.946.2177.