

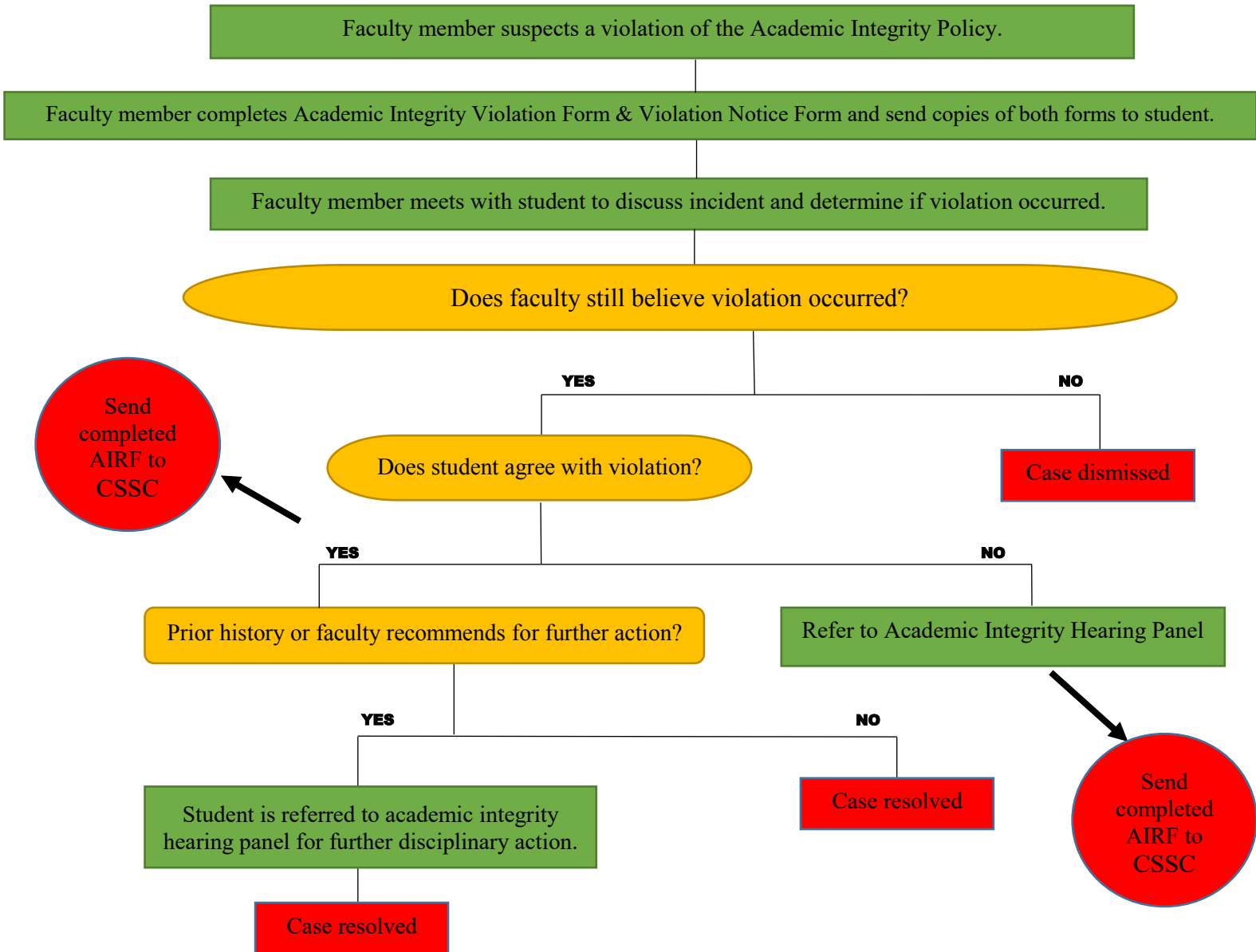


Wright State University

The Office of Community Standards and Student Conduct

937-775-4240 ~ Studentconduct@wright.edu ~ 201 Student Union Monday – Friday 8:30AM – 5:00PM

ACADEMIC INTEGRITY POLICY VIOLATION PROCESS CHART



A student accused of a violation of academic integrity is not permitted to drop or withdraw from the course unless the matter is resolved in the student's favor. In the event that a student is exonerated, the student may choose to complete the course, with the opportunity to make up any work missed, or withdraw from the course without any notation of the course on the student's academic transcript.

PLEASE contact the Office of Community Standards and Student Conduct if you have any questions or concerns about the Academic Integrity Policy!!!

The information in this sheet is general in nature and is designed to assist students in preventing possible violations of Academic Integrity. This information should not be considered all inclusive. For a complete copy of the Academic Integrity Policy and procedures, please refer to the CSSC web page located at <http://www.wright.edu/students-affairs/student-life/community-standards-and-student-conduct> or contact the Office of Community Standards and Student Conduct at 775-4240.

Academic Integrity Process and Procedures

1. Allegation Process

If a faculty member believes a student has committed a violation of the Academic Integrity Policy, they will document the alleged violation and request to meet with the student.

The student will receive a copy of the allegation at the meeting and will be given an opportunity to respond to the allegation in the meeting with the faculty member.

2. Faculty Member Believes Violation Occurred

If, after discussing the incident, the faculty member still believes that “more likely than not” a violation did occur, they will determine the appropriate academic sanction.

3. Participants Agree Violation Occurred

If the student and faculty member agree that a violation took place the faculty member will complete an Academic Integrity Resolution Form (AIRF).

The student will be asked to sign the AIRF indicating that the information on the form is accurate and a copy will be provided to the student.

A copy of all the forms will be sent to the Office of Community Standards and Student Conduct to create a file of the incident.

4. Student Denies Allegations

In the event that the student denies the allegation the instructor will inform the student that the case will be referred to the Academic Integrity Hearing Panel (AIHP) for adjudication.

The AIRF will be completed and signed by both parties with the student receiving a copy and an additional copy will be sent to the office of CSSC. The AIHP will review in private the written material submitted by the faculty and the student and select one of the following actions (1) AIHP concurs with the faculty member’s opinion that the student committed a violation of the Academic Integrity Policy, (2) AIHP concurs with the faculty member’s opinion that the student has committed a violation of the Academic Integrity Policy and recommends an additional sanction, or (3) AIHP is unable to make a determination based on the written documentation and asks the student and faculty to appear at an academic integrity hearing.

The CSSC office will send the student the results of the AIHP. If a hearing to obtain more information is necessary, the student will be notified when and where the hearing will take place.

5. No Violation Found

If, as a result of the meeting with the student, the faculty member believes that no violation took place, the faculty member will dismiss the case and the issue will be considered resolved. Any documentation regarding the incident should be destroyed.

6. Student Fails to Attend Meeting

If the student chooses to not schedule or attend the meeting with the faculty member, the faculty member, in the student’s absence, will find the student responsible for the violation and submit the documentation to CSSC.

The student will be referred to the AIHP for consideration of further sanctioning and a \$35.00 non-compliance fine will be added to the student’s bursar account.

7. Possible Sanctions

The possible academic sanctions for a violation of academic misconduct are the following: A written reprimand, Retake/Replace Assignment, No Credit (“O” for assignment), Reduction of Final Course Grade, Failure of class, and Removal of Credit for class, Academic Integrity Notation on a transcript and/or Revocation of Degree.

8. Additional Sanctions

If, after reviewing all of the information, the faculty member believes that the seriousness of the incident warrants additional action beyond an academic sanction, the AIRF should be completed indicating a referral to the Academic Integrity Hearing Panel for further consideration of additional sanctions.

****Any student who has previously been found responsible for committing an act of academic dishonesty will automatically be referred to the AIHP for further sanctioning****

Tips for Students about Academic Integrity

- At the beginning of each semester, ask your instructors about their policy regarding academic integrity.
- Be honest at all times.
- Do not talk during an exam or test or look at other individuals’ work during an exam.
- Do not turn in the same work in more than one class unless permission is received in advance from the instructor.
- Unless permitted by the instructor, do not collaborate with others on graded course work, including in class and take-home tests, papers, or homework assignments.
- Know what plagiarism is and take steps to avoid it. When using the words or ideas of another, even if paraphrased in your own words, you must cite the source(s).
- Know and understand the Policy – ignorance is no defense.