

# ACADEMIC DISHONESTY INCIDENT REPORT

## Policy on Academic Dishonesty (form revised in 2021)

Name of Student: \_\_\_\_\_  
Last First Initial Net ID (Required)

Name of Instructor: \_\_\_\_\_  
Last First

Term: \_\_\_\_\_ Department: \_\_\_\_\_

Date of Incident: \_\_\_\_\_ Office: \_\_\_\_\_

Phone: \_\_\_\_\_

Course Name & Number: \_\_\_\_\_

Location of Incident: \_\_\_\_\_

Brief Statement of Incident (use attachment if necessary):

Was the Student Informed? (see 3.1, 3.2, of the Academic Senate Policy 08-09cFAC7)

If so, how and when? *How:* \_\_\_\_\_

*When:* \_\_\_\_\_

Please select which action is being taken as a result of this incident (check all that apply):

- Student has been issued a warning.
- Student is required to resubmit work or retake an exam under specified conditions and with a possible grade penalty.
- Grade has been adjusted for the assignment. The grade has been changed to: \_\_\_\_\_
- Grade for the course has been adjusted. The grade has been changed to: \_\_\_\_\_  
\*Please note if the course grade is adjusted, academic renewal will not be permitted.
- Other: \_\_\_\_\_
- I recommend that this incident be reported to the Director of Student Conduct, Rights & Responsibilities for further possible action. (If this is not a first offense, this form will automatically be forwarded.)

Instructor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Department Chair's Acknowledgement: \_\_\_\_\_ Date: \_\_\_\_\_

Dean's Acknowledgement: \_\_\_\_\_ Date: \_\_\_\_\_

Please submit to Academic Programs and Services via email at [aps@csueastbay.edu](mailto:aps@csueastbay.edu) or use Adobe Sign workflow and send a copy to [aps@csueastbay.edu](mailto:aps@csueastbay.edu).