

FACULTY DISPOSITION FOR ACADEMIC DISHONESTY

For Faculty: Please submit this form to the Center for Student Conduct signed by the faculty and the **undergraduate** student if:

- you have resolved the matter directly with the student.
- the student *does not dispute* the facts.

Complaints must be submitted within sixty (60) days of the date the reporting party knew or should have known of the alleged violation. Submit the Faculty Disposition form by uploading the form to the Public Incident Report or email the form to the Center for Student Conduct at studentconduct@berkeley.edu. Please note that if the student has previous conduct history referral to the Center for Student Conduct could result in educational sanctions. Allegations of graduate student misconduct should not be reported on this form.

Academic Sanction Proposed by Instructor: *When referring an assignment or exam, please indicate the academic sanctions imposed. Typical sanctions are listed below.*

- | | |
|---|--------------------------|
| <input type="checkbox"/> Retake exam | |
| <input type="checkbox"/> Receive reduced credit or zero on exam | (specify grade) _____ |
| <input type="checkbox"/> Receive reduced final grade or failing grade for the course | (specify grade) _____ |
| <input type="checkbox"/> Receive reduced credit or zero on assignment, paper, or computer program | (specify grade) _____ |
| <input type="checkbox"/> Resubmit assignment, paper, or computer program | (specify due date) _____ |
| <input type="checkbox"/> Other (please specify): _____ | |

Faculty Printed Name: _____

Faculty Signature: _____ Date: _____

For Student: Please read over this form in its entirety before proceeding. Do not sign this form if you disagree with the alleged violation(s) – request that the case be referred to the Center for Student Conduct for review.

Should you have any questions about academic sanctions or the conduct process, the following resources are available for you to consult before signing this form:

- Center for Student Conduct: 510-643-9069 (<http://sa.berkeley.edu/conduct>)
- Your college academic advising office
- Student Advocate Office: 510-642-6912 (<http://advocate.berkeley.edu>)

Please check each box to confirm that you have read and understand.

- I engaged in behavior that violated the Code of Student Conduct, Academic Misconduct policy and accept responsibility.
 - 102.01 Academic Misconduct
 All forms of academic misconduct including but not limited to cheating, fabrication, plagiarism, or facilitating academic dishonesty.
- I understand that the Center for Student Conduct has no authority over the instructor's proposed academic sanction.
- I understand that, by signing below, my agreement with the academic proposed sanction is final and will not be altered.
- I understand that the Center for Student Conduct may consider further administrative action and additional sanctions.
- I understand that I am expected to become familiar with academic expectations.
- I understand that this form will be kept in a confidential file in the Center for Student Conduct for four years or until I graduate, whichever comes first, and that this form alone will not create an official University student conduct record.

Student Printed Name: _____ SID Number: _____

Student Signature: _____ Date: _____