

## Academic Dishonesty Form

**Instructors: When writing an academic dishonesty case, please submit the following information electronically.**

Reported Date:

Date of Alleged Infraction:  
(if different from reported date):

Student Name: \_\_\_\_\_  
(Last Name) (First Name)

Student ID Number:

Faculty Name: \_\_\_\_\_  
(Last Name) (First Name)

Course Number/Name: \_\_\_\_\_  
(example: CONSVTY 141/Musicianship I)

Recommendation of Sanction (see options below):

Possible sanctions:

- Warning letter (generally for an undergraduate first time offense)
- Academic Probation (specify timeframe)
- Suspension (this is the standard sanction for many code violations, including plagiarism)
- Expulsion from UMKC (typically for second or third offenses.)

Please attach:

- Statement from professor
- Syllabus for course
- Student assignment/exam/project etc.
- Statement from student (If applicable)
- Statement from witness(es) (If applicable)
- Other physical evidence: Copied documents, Web data, Turnitin Report.

Miscellaneous points:

- It is up to the discretion of the instructor as to whether or not to meet with the student prior to filing the report.
- Please CC your division chair when sending information to the appropriate Associate Dean.
- The student needs to agree in writing prior to any discussion of their case with any 3rd party other than UMKC officials with a "need to know."