



**Metropolitan State College of Denver  
Office of Judicial Affairs  
Academic Misconduct Incident Report  
(One per student)**

Student's Name \_\_\_\_\_ 900Number \_\_\_\_\_

Address _____	Office Use Phone _____ Email _____
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Department \_\_\_\_\_ Course Number/Name \_\_\_\_\_

Department Chair \_\_\_\_\_

Name of Faculty member submitting report (printed or typed) \_\_\_\_\_

Alleged Misconduct Involved:

- Examination Date \_\_\_\_\_ Time \_\_\_\_\_ Place \_\_\_\_\_
- Paper or Project \_\_\_\_\_

In the space below, describe the incident that occurred and **indicate the specific violations of the Student Conduct Code**. The Code can be found in the Student Handbook & on the web, <http://handbook.mscd.edu>. Attach additional sheets if necessary. **(Turitin.com users please attach the student's originality report.)** Statement of Facts: (attach additional documents if necessary.)

Attach Relevant Evidence: **Turnitin.com users please attach the student's originality report.**

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Student received the following academic sanction for academic misconduct, based on severity of incident(s) in this class:

- F on assignment only
- F for course (automatically permanent per "Last Grade Stands" policy)
- Other

Student received the following overall grade for course (circle): A B C D F (end of semester cases only)

If sanction was F on assignment, but overall grade was F, was the grade on the assignment a substantial factor in the overall grade? Y N (If yes, the course grade of F is permanent per "Last Grade Stands" policy)

Aggravating factors warranting the permanent F (e.g. major assignment; multiple violations in same class; blatant, willful violation; encouraged or assisted others; purchased paper; other)

\_\_\_\_\_  
Faculty Signature \_\_\_\_\_ Date \_\_\_\_\_

Student agrees with finding of academic misconduct (circle): Y N  
Student agrees with academic sanction Y N  
Student agrees with grade for course (circle): Y N (end of semester cases only)  
Student willing to take independent study on Academic misconduct Y N

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Judicial sanction recommended by Department Chair, if any:

\_\_\_\_\_  
Chair Signature \_\_\_\_\_ Date \_\_\_\_\_

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**JUDICIAL OFFICE DISPOSITION:**

Meloni S. Rudolph – Associate Dean/ Student Judicial Officer  
[mrudolp4@mscd.edu](mailto:mrudolp4@mscd.edu) Campus Box 74

Judicial Officer Signature \_\_\_\_\_ Date \_\_\_\_\_

Original: SJO Copy 1: Student Copy 2: Complainant

I attest that the information reported above is true. I am aware that an investigation will be conducted if I am requesting disciplinary action and I may be required to supply additional information as necessary.

\_\_\_\_\_  
Name (print) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_ Telephone Number \_\_\_\_\_  
Email address \_\_\_\_\_