University of California, Santa Cruz
Report of Academic Misconduct in Graduate Programs

Introduction: A graduate student who is guilty of academic misconduct is subject to both *academic* sanctions and *disciplinary* sanctions. Disciplinary sanctions are determined by the Dean of Graduate Studies or, if the case reaches the Graduate Council, by the Graduate Dean on the basis of the recommendation of an appointed subcommittee of Graduate Council. Academic sanctions are determined by the instructor of record. In cases in which the student maintains his/her innocence of the charges, the instructor is asked to await the final decision of the Graduate Dean before imposing these sanctions, but the sanctions are ultimately at the discretion of the instructor. Academic sanctions, like any other aspect of a course grade or evaluation, can be appealed *only* through the Graduate Division policies for academic appeals.

This form should be completed and signed by student and instructor and forwarded to the Graduate Dean along with copies of evidence. A copy of this form should be kept by the instructor and the student.

Course Instructor (or Responsible Faculty Member) _____

Dept._____ Ext._____ Email_____

Instructor's campus address_____

Student _____

ID#_____

Department / Program _____ Degree sought _____

Email Address _____

Phone _____

Quarter_____

Course (or relevant context of alleged misconduct) _____

Date of Incident _____

Violation: ___ cheating ___ plagiarism ___ other (explain) _____

Instructor's Analysis (attach separate sheet, if necessary)

_____

_____

_____

Evidence Attached (please list)_____

_____

_____

Proposed Academic Sanctions:
additional work ___ re-examination ___ exclusion from course ___
no credit for work in question _____ change of grade (explain): _____
other (explain) _____
inclusion of incident in student's narrative evaluation (yes / no) _____

Instructor's comments (if any)
_____

_____
_____
_____

Student Comments:
__ I am guilty of these charges. (If so desired, student may give an account of any unusual or extenuating circumstances in the space below.)
__ I am not guilty of these charges. (Student is asked to give her/his account of the incident in the space below.)
Student comments: (attach separate sheet if necessary)
_____
_____
_____
_____
_____

Student's signature_____
Date_____
Instructor's signature_____
Date_____