

RECORD OF ACADEMIC DISHONESTY CHARGES AND HEARING PROCESSES
College of Agriculture, Life Sciences, and Natural Resources
University of Wyoming

UW Regulation 2-114 (<https://www.uwyo.edu/regs-policies/files/docs/regulations-2023/uwreg2-114approved7-14-23.pdf>) provides specific procedures and actions in cases of academic dishonesty. This form is to be used to document the nature of charges made against a student, recommended sanction(s) and subsequent consultation/hearing procedures as outlined in UW Regulation 2-114.

NAME OF STUDENT (First MI Last): _____

W#: _____

INSTRUCTOR MAKING REPORT: _____

INSTRUCTOR DEPARTMENT: _____

INSTRUCTOR SIGNATURE: _____ **DATE:** _____

OFFENSE

DATE AND TIME OF OCCURRENCE (if known): _____

PLACE OF OCCURRENCE: _____

COURSE PREFIX & NUMBER: _____

COURSE TITLE: _____

ATTACH DESCRIPTION OF SPECIFIC CONDUCT RELATED TO ACADEMIC DISHONESTY. LIST WITNESSES IF APPROPRIATE.

CONSULTATION

The Department Head, _____, for the department of _____

Name

has been consulted in this matter and ☐ **CONCURS** ☐ **DOES NOT CONCUR** with the Instructor that sufficient evidence of academic dishonesty exists.

DEPARTMENT HEAD SIGNATURE: _____ **DATE:** _____

Sanction(s) recommended by Instructor:

Any of the following sanctions or combination thereof may be imposed for a first offense. The severity of the offense and other relevant circumstances should be considered. The College Hearing Officer(s) may modify the recommended sanction(s). *Sanctions may also include positions of privilege the student may hold in the College.*

___ Extra or alternative work.

___ A failing grade for the course.

___ Grade reduction of the Academic Endeavor.

___ Suspension of the benefit of the program, clinical, or Academic Endeavor.

___ A failing grade for the Academic Endeavor.

___ Termination from the program.

___ No credit for the Academic Endeavor.

___ Suspension from University.

___ Grade reduction for the course.

___ Dismissal from University.

ACKNOWLEDGEMENT

If the College Coordinator determines that the Charge of Academic Dishonesty is the student's first offense, the College Coordinator shall notify the student of the Charge of Academic Dishonesty and recommended sanction and request a meeting to occur within ten (10) calendar days with the Instructor and/or College Coordinator to discuss the Charge of Academic Dishonesty and recommended sanctions. At this meeting, the student may:

As per Academic Dishonesty Repository, Dean of Students Office

_____ First Offense _____ Second Offense _____ Third Offense

1) Accept the Charge of Academic Dishonesty and recommended sanction(s). The student will do this by signing a waiver recognizing the student's behavior as Academic Dishonesty and waiving the student's right to a hearing, which is then forwarded to the Central Repository by the College Coordinator.

2) Disagree with the Charge of Academic Dishonesty and recommended sanction(s) and request a college hearing to the College Coordinator within fifteen (15) calendar days.

b. If the student does not request a meeting or does not attend the meeting, the College Coordinator shall implement the hearing procedure as described in UW Regulation 2-114.

3. Second and subsequent charges. If the College Coordinator determines that the present Charge of Academic Dishonesty is preceded by a finding of Academic Dishonesty from a previous incident, then the College Coordinator shall notify the student of the Charge of Academic Dishonesty and of the mandatory sanctions associated with a second finding. The same Initial Process as above shall be followed. The mandatory sanction for a second offense is outlined in UW Regulation 2-114 section VI, Authorized Sanctions, and includes at least one year of suspension.

I accept the Charge of Academic Dishonesty and recommended sanction(s). I hereby waive my right to a hearing.

STUDENT SIGNATURE: _____ **DATE:** _____

I Disagree with the Charge of Academic Dishonesty and recommended sanction(s) and hereby submit a request for a college hearing to the College Coordinator.

STUDENT SIGNATURE: _____ **DATE:** _____

COLLEGE HEARING

DATE: _____ **TIME:** _____ **PLACE:** _____

When a student requests a formal college level hearing on the charge and is found guilty, the decision and findings of the hearing should be entered below and a copy of this record forwarded to the Dean of Students Office.

COLLEGE HEARING DECISION AND FINDINGS

DECISION: _____

FINDINGS: _____

ASSOCIATE DEAN'S SIGNATURE: _____ **DATE:** _____

**NOTE: If charges are unresolved at the time grades are to be submitted to the Registrar, the instructor shall submit a grade of "I" (incomplete) for the student, as per UW Regulation 2-114. Grades will subsequently be changed as appropriate.*