

## MWSU Academic Honesty Violation Report

(To be completed by Faculty Member)

\_\_\_\_\_  
Last Name                      First Name                      Middle Initial

G \_\_\_\_\_  
Student ID Number

\_\_\_\_\_  
Course Number                      Course Name

\_\_\_\_\_  
Semester and year

Details of the academic honesty violation (attach all evidence associated with the violation):

Consequences for the student:

- I am forwarding this violation to the Office of the Provost.  
 I am not forwarding this violation to the Office of the Provost.

I have met with the student and I have determined that the student violated the Missouri Western State University Academic Honesty Policy.

\_\_\_\_\_  
Faculty Member's Signature

\_\_\_\_\_  
Date

I have met with the faculty member and I

- agree with the faculty member's decision, and the consequences of that decision.  
 disagree with the faculty member's decision and the consequences of that decision.

You have the right to appeal this through an appeal procedure. See the Student Handbook for an explanation of the due process.

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

**MWSU Academic Honesty Violation  
Due Process Form**  
(To be completed by the Department Chair)

Last Name	First Name	Middle Initial	G Student ID Number
Course Number	Course Name		Semester and year

I have read the Academic Honesty Violation Report Form submitted by the faculty member as well as the evidence of the violation and have met with the student regarding the Academic Honesty Violation; and I

- agree with the faculty member's findings in this case.
- disagree with the faculty member's findings in this case.

Department Chairperson's Signature	Date
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I have met with the department chairperson and I

- agree with the chairperson's decision, and I am stopping the appeal process.
- disagree with the chairperson's decision and will continue the appeal process.

Student's Signature	Date
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**A copy of this form indicating the Chairperson's finding and the Student's decision whether to continue the appeal process shall be sent to the faculty member within 10 calendar days.**

[The portion below this line should only be completed if the appeal process is continued beyond the department chairperson.]

The Academic Honesty Committee has discussed the details of the above Academic Honesty Violation, looked at all evidence of the violation, and

- find that the student did violate the MWSU Academic Honesty Policy and that the violation be forwarded to the Office of the Provost.
- find that the student did not violate the MWSU Academic Honesty Policy and that any records of this violation should be destroyed.

Academic Honesty Committee Chairperson's Signature	Date
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**A copy of this completed form needs to be sent to the student, the faculty member, and the department chairperson, and, if appropriate, the Provost or representative.**

**MWSU Academic Honesty Violation**  
**Due Process: Faculty Rebuttal of Student Appeal**  
(to be completed by the Faculty Member and submitted to the Chairperson)

The student below has appealed an Academic Honesty Violation submitted by the faculty member listed below:

Student name: \_\_\_\_\_  
Last Name First name Middle Initial

Student G number: \_\_\_\_\_

Course Number: \_\_\_\_\_ Course Name: \_\_\_\_\_

Faculty name: \_\_\_\_\_  
Last Name First Name Middle Initial

In the space below, you may address the documentation provided by the student in his/her appeal of the Academic Honesty Violation. No additional documentation is permitted. This rebuttal statement will be considered together with the Academic Honesty Violation Report and Student Appeal.

\_\_\_\_\_  
Faculty's Signature

\_\_\_\_\_  
Date