



KU ACADEMIC DISHONESTY REPORT FORM

The instructor shall make three (3) copies of this completed form: one for the instructor, one for the student, and one for the dean of the college in which the course is being taught. The original copy of the form, along with any relevant documentation, shall be hand-delivered to the Registrars within one (1) week of the date when the student returns the form to the instructor.

Student Respondent

Name: _____ ID#: _____
Local address: _____ Local phone: _____

Instructor Making Complaint

Name: _____ Dept.: _____
Position: _____ Phone: _____

Academic Honesty Violation

Date of violation: _____ Course/Section: _____

Description of the violation (Attach additional sheets as needed, including supportive data):

Proposed Sanction within the Course — up to failure in the course with a grade of “F”

Signatures of Complainant(s)

(Instructor of the course, signature required) Date: _____

(Co-complainant, if any; faculty member, student, or administrator) Date: _____

Date of Initial Meeting: _____
(Student must return this form within three (3) days of this date)

The complaining faculty member and student shall each retain a copy of this form after the initial meeting.

Signature of Responding Student — Sign exactly one of the following two options

Option #1: I admit to the violation(s) described above and understand the sanction(s) to be imposed.
I hereby waive my right to a formal hearing or an appeal on these accusations.

Student: _____ Date: _____

Option #2: I understand that I am accused of a violation of the Academic Honesty Policy and may be subject to the sanction(s) described above. My signature indicates only that I have been notified of the accusation(s), not that I agree with them. I waive none of my rights.

Student: _____ Date: _____

Date that Form Was Returned: _____