



**New York City College of Technology, The City University of New York
FACULTY ACTION REPORT (FAR) FORM FOR
VIOLATIONS OF ACADEMIC INTEGRITY POLICY**

If a faculty member determines that a student has violated the College’s Policy on Academic Integrity, he/she must report the violation by submitting this form to the College’s Academic Integrity Officer (AIO), Professor Peter Parides, Social Science Dept., Namm 611, Extension 5816, pparides@citytech.cuny.edu.

I. Information about the Incident

Instructor’s name: _____
 Department: _____ Phone: _____ Email: _____
 Course Title, Number & Section: _____
 Semester: _____
 Student’s name: _____ Student’s ID#: _____
 Date of Incident: _____
 Type of Incident: Cheating ___ Plagiarism ___ Other ___

Description of Incident (please be specific and attach any and all documentation/evidence to this report): _____

Indicate the outcome of your discussion of the violation with the student:

II. Academic (Grade) Sanction

What academic sanction are you imposing?:
 A failing grade on the exam/paper ___ A failing final grade for the course _____
 Other (please explain):

Did the student accept this sanction? Yes ___ No ___ If no, please explain:

III. Disciplinary Complaint Option

Do you recommend that the Academic Integrity Officer (AIO) seek disciplinary action against this student? If so, please attach a letter explaining why an added disciplinary sanction should be sought in addition to an academic penalty.

YES ___ NO ___

IV. Right to Appeal

Students have the right to contest allegations of academic dishonesty. All students who receive a copy of this form by certified mail will also receive a “Notification of Right to Appeal” which states the student’s rights and responsibilities when appealing violations of academic integrity.

Instructor’s Signature: _____ Date: _____