



**NEW YORK CITY COLLEGE OF TECHNOLOGY, CUNY**  
**FACULTY ACTION REPORT (FAR) FORM FOR VIOLATIONS**  
**OF THE CUNY POLICY ON ACADEMIC INTEGRITY**

All violations of the CUNY Policy on Academic Integrity must be reported by submitting this form to the college Academic Integrity Officer (AIO): Professor Kyle Cuordileone, Social Science Department, Namm 610 [kcuordileone@citytech.cuny.edu](mailto:kcuordileone@citytech.cuny.edu) Ext. 5452

**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): \_\_\_\_\_

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

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**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):

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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) *also* seek disciplinary action against this student? A disciplinary sanction is typically reserved for particularly egregious violations of AI policy that call for harsher sanctions such as expulsion from the college. 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 and appeal allegations of academic dishonesty should they feel they have been wrongly accused of an AI violation. 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: \_\_\_\_\_