



Indicate the outcome of your discussion with the student:

---

---

II. Academic (Grade) Sanction:

Academic sanction imposed (if any):

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 AIO *also* seek disciplinary action against this student? A disciplinary action is typically reserved for particularly egregious violations of AI policy that call for harsher sanctions such as suspension or expulsion from the college. If so, please attach a letter explaining why a 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: \_\_\_\_\_