

St. Cloud Technical & Community College

Policies and Procedures

Chapter S3 – Educational Procedure

S3.28.1 Academic Integrity Procedure

Sanctions and Appeals for Academic Integrity Violations

The goal of the Academic Integrity Procedure is to ensure a fair and timely resolution to allegations of academic dishonesty. Sanctions for academic integrity violations will follow procedures outlined in S3.26.1: Student Code of Conduct Procedure. In addition, sanctions for academic integrity violations include the following:

- A. The instructor communicates the allegation of a violation of the Academic Integrity Policy to the student. The instructor submits the *Academic Integrity Incident Report* to be entered into the Academic Integrity Database.
 1. **Action 1:** The student accepts the allegation. Outcome as outlined in the course syllabus is implemented.
 2. **Action 2:** The student does not accept the allegation. The student completes the *Academic Integrity Appeal Form*. For all academic integrity issues, a committee comprised of three members, at least two being faculty, drawn from the Academic Integrity Committee examines the allegation and determines whether the violation occurred. The findings of the appeals committee will be completed within ten (10) business days upon receipt of the *Academic Integrity Appeal Form*.
 - a. **Result 1:** The committee determines that the violation did occur. The outcome as outlined in the course syllabus is implemented. The violation is counted in the Academic Integrity Database.
 - b. **Result 2:** The committee determines the violation did not occur. The violation is not counted in the Academic Integrity Database. The instructor will be notified that the appeal was approved for reconsideration.
- B. Following the second academic integrity violation during the student’s tenure at SCTCC, the student will be made aware that their academic standing is being changed to probationary status (a hold is placed on their registration) and the student will be scheduled to participate in an academic integrity training session. If the student fails to attend, the hold remains on the student’s record.
- C. Following a third academic integrity violation the student will meet with a senior academic officer. Additional academic integrity violations can constitute grounds for suspension or dismissal as outlined in S3.26.1: Student Code of Conduct Procedure.

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