

# PORTLAND COMMUNITY COLLEGE ACADEMIC DISHONESTY REPORT FORM

Instructor's Name:	Department / Division:
Campus Phone:	Faculty email:
Course:	Student email:
Student's Name:	Student I.D. No:
<b>Type of academic dishonesty:</b> <input type="checkbox"/> <b>Cheating</b> (the use or attempted use of unauthorized materials, unauthorized copying or collaboration) <input type="checkbox"/> <b>Fabrication</b> (intentional misrepresentation or invention of any information) <input type="checkbox"/> <b>Plagiarism</b> (the use of another's words, ideas, data, or product without appropriate acknowledgement) <input type="checkbox"/> <b>Collusion</b> (assisting another to commit an act of academic dishonesty) <input type="checkbox"/> <b>Academic Misconduct</b> (grade tampering, fraud, misrepresentation, obtaining or distributing any part of a test) <input type="checkbox"/> <b>Other:</b>	
<b>Summary of the incident</b> (include date, time, and place):  	
<b>Student's explanation</b> (admission of guilt, denial, comments, etc.):  	
<b>Instructor's action / recommendation for further action:</b>  	
<b>Instructor's signature and date:</b>  	
<b>Student's signature acknowledging this report and the opportunity to review procedures:</b> (If student is unavailable or unwilling to sign, note how this report was communicated to student.)  	
<b>Student's signature and date:</b>  	
<b>Action taken:</b> (to be completed by Division Dean) <input type="checkbox"/> Disciplinary admonition and warning [by faculty member] <input type="checkbox"/> Academic penalty on assignment [by faculty member] <input type="checkbox"/> Assignment of a lower or failing grade for the course [by faculty member/Division Dean] <input type="checkbox"/> Disciplinary probation for _____ academic terms [by Dean of Student Development] <input type="checkbox"/> Suspension from Portland Community College for _____ academic terms [by Dean of Student Development] <input type="checkbox"/> Expulsion from Portland Community College [by Dean of Student Development] <input type="checkbox"/> Other:	
<b>Signature of Division Dean and Date:</b>  	

Please file this completed form in the Division Office and forward copies to the campus Dean of Student Development and the campus Dean of Instruction.