# PORTLAND COMMUNITY COLLEGE
## ACADEMIC DISHONESTY REPORT FORM

<table>
<thead>
<tr>
<th>Instructor's Name:</th>
<th>Department / Division:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Campus Phone:</td>
<td>Faculty email:</td>
</tr>
<tr>
<td>Course:</td>
<td>Student email:</td>
</tr>
<tr>
<td>Student's Name:</td>
<td>Student I.D. No:</td>
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</tbody>
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**Type of academic dishonesty:**
- ___ Cheating (the use or attempted use of unauthorized materials, unauthorized copying or collaboration)
- ___ Fabrication (intentional misrepresentation or invention of any information)
- ___ Plagiarism (the use of another's words, ideas, data, or product without appropriate acknowledgement)
- ___ Collusion (assisting another to commit an act of academic dishonesty)
- ___ Academic Misconduct (grade tampering, fraud, misrepresentation, obtaining or distributing any part of a test)
- ___ Other:

**Summary of the incident** (include date, time, and place):

**Student's explanation** (admission of guilt, denial, comments, etc.):

**Instructor's action / recommendation for further action:**

**Instructor's signature and date:**

**Student's signature acknowledging this report and the opportunity to review procedures:**
(If student is unavailable or unwilling to sign, note how this report was communicated to student.)

**Student's signature and date:**

**Action taken:** (to be completed by Division Dean)
- ___ Disciplinary admonition and warning [by faculty member]
- ___ Academic penalty on assignment [by faculty member]
- ___ Assignment of a lower or failing grade for the course [by faculty member/Division Dean]
- ___ Disciplinary probation for _____ academic terms [by Dean of Student Development]
- ___ Suspension from Portland Community College for _____ academic terms [by Dean of Student Development]
- ___ Expulsion from Portland Community College [by Dean of Student Development]
- ___ Other:

**Signature of Division Dean and Date:**

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.

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