Flow Chart for Honor Code Violations

More detailed information about each step is in the Code of Academic Conduct.

Report of Alleged Violation via the Academic Misconduct Reporting Form

Initial Review
This review shall take place within 5 working days of receipt of the report.

Evidence does not support charge.
Case dismissed.
Decision communicated to complainant who retains right to have decision reviewed by Senior Assoc Dean of Academic Affairs.

Evidence supports a charge.
Student is formally charged and a meeting is scheduled with the Asst Director of Academic Integrity to review the evidence and process within 5 working days.

First offense: Respondent’s Review
Student is allowed 5 working days to determine the resolution option they prefer & may not withdraw from course until case is resolved.

Prior violation or Major offense
Student is allowed 5 working days to prepare a case & may not withdraw from course until case is resolved.

Administrative Disposition - Respondent accepts responsibility & waives hearing*
Respondent signs a hearing waiver and accepts a sanction determined by the Faculty Chair of the Honor Board. No appeal and decision is final.

Respondent chooses Honor Board hearing.

Honor Board Hearing is Convened
A hearing date is scheduled within 15 working days except at the end of a semester when resolution may be delayed until the board can be convened.

Respondent completes sanctions by due dates.

Board determines respondent is not responsible. Case closed.

Responsible finding
Board determines respondent is responsible for misconduct & Faculty Chair of the Honor Board assigns sanctions.

Appeal
Respondent may appeal within 5 working days of notification of decision by using the online form. Appeals are reviewed by the NTC Committee of Academic Integrity.

Respondent completes sanctions by due dates.