Academic Integrity Final Reporting Form-FASN

Parts I and II of this form must be completed after the case has been fully investigated and a decision made concerning responsibility and recommended sanction, which must be within 10 days of meeting with the student or within 15 days of having notified the student of the allegation (if the student chose not to meet with the Instructor or AIF investigating the case or failed to respond to requests to do so). The information in Part I should be copied exactly from the Initial Reporting Form.

PART I. Information from the Initial Reporting Form

<table>
<thead>
<tr>
<th>Student Name</th>
<th>Student ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>Semester</td>
<td>Instructor Name</td>
</tr>
<tr>
<td>Instructor Email</td>
<td>Instructor Phone</td>
</tr>
<tr>
<td>Course Number</td>
<td>Course Name</td>
</tr>
<tr>
<td>Incident Date</td>
<td></td>
</tr>
<tr>
<td>Description of Alleged Violation</td>
<td></td>
</tr>
</tbody>
</table>

PART II. Investigation and Adjudication

The alleged violation was investigated and adjudicated by:

Instructor ☐ Academic Integrity Facilitator (AIF) ☐

AIF Name AIF Phone

AIF Email

Finding Responsible ☐ Not Responsible ☐

Recommended Sanction(s)

Summary of Evidence (Attach Original Documentation)

Additional Notes and Comments
PART III. Student Response to Finding of Responsibility and Proposed Sanction(s)

☐ I accept responsibility for the violation described above and accept the proposed sanction(s).

☐ I do not accept responsibility for the violation described above and/or do not accept the proposed sanction(s).

☐ I wish to defer (by up to two working days) my decision concerning accepting responsibility and/or the proposed sanctions for the violation described above.

Student Signature: __________________________________________

Date: ___________________

PART IV. Final Disposition (to be completed by the instructor or AIF who handled the case)

Check the appropriate box below, sign the form, and send a copy to the Office of Academic Services:

☐ I have informed the student of my finding that he or she is not responsible for the alleged violation. (Attach a copy of the letter of notification.)

☐ The student has not appealed the finding of responsibility nor the selected sanction(s); the sanction(s) have now been implemented.

☐ The student has appealed the finding of responsibility and/or selected sanction(s). I have forwarded all materials relevant to the case to the Appeals Committee.

Instructor’s or AIF’s Signature: ______________________________

Date Submitted: ___________________

Please submit form and documents to:

Office of Academic Services

Attn: Academic Integrity Facilitator

Hill Hall 312

320 Dr. Martin Luther King Jr. Blvd

Newark, NJ 07102