When a student faces an alleged academic dishonesty violation, the below process is followed.

NOTICE OF ACADEMIC DISHONESTY (page 22)
THE INSTRUCTOR SHALL:
1. Notify the student of the alleged academic dishonesty
2. Provide information supporting the allegation
3. Give the student an informal opportunity to respond

* If a student does not respond to the instructor’s initial notice/informal opportunity to respond within five (5) business days, the instructor may proceed with imposing the academic penalty.

ACADEMIC PENALTY DECISION (page 22)
If the instructor concludes that the student engaged in academic dishonesty, then the instructor may impose the academic penalty.

ACADEMIC PENALTY NOTICE (page 22)
IF AN ACADEMIC PENALTY IS IMPOSED, THE INSTRUCTOR SHALL NOTIFY THE STUDENT OF THE FOLLOWING:
1. Notice of allegations, information, and findings
2. Academic penalty imposed
3. Information on the options to appeal the findings and/or penalty

The notice should be countersigned by the department head and copies shall be submitted to SCCS and the dean or administrative head of the instructor and student’s academic unit.

SCCS EDUCATIONAL CONFERENCE (page 10)

INVESTIGATION (page 9)

SCCS NOTICE OF ALLEGATIONS & SANCTION RECOMMENDATIONS (pages 11–13)
Resolution Options Include

- RESOLUTION AGREEMENT
- STUDENT LIFE HEARING OFFICER*
- UAPA HEARING***
- ALTERNATIVE RESOLUTION (e.g., mediation)
- STUDENT CONDUCT BOARD HEARING**

Student Conduct Board Hearing
If only appealing instructor finding and academic penalty

*Only if not contesting responsibility and not appealing academic penalty.
**Only if contesting responsibility, SCCS sanction of deferred suspension or greater, and/or appealing academic penalty.
***Only an option if recommended sanction of deferred suspension or greater.

This document is a summary of the student conduct process. In the event of a conflict between the summary and the Student Code of Conduct, the Code governs.