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 23)
If the instructor concludes that the student engaged in academic dishonesty, then the instructor may impose the academic penalty.

**ACADEMIC PENALTY NOTICE** (page 23)
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 11–14)
Resolution Options Include

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

**SCCS NO-ACTION DETERMINATION** (page 13)
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.