

**DISHONESTY IN ACADEMICS**

**Shoreline Community College**

**PLAGIARISM & CHEATING REPORTING FORM**

*This form may be completed and submitted to the Dean of Students for cases of plagiarism and cheating, with a copy sent to the student. Please attach all relevant information, including the course syllabus.*

Quarter and Year of Violation: \_\_\_\_\_

Name of Student: \_\_\_\_\_

Student identification number \_\_\_\_\_

Section Number & Name of Course: \_\_\_\_\_

Description of Violation:

*On a separate sheet of paper please provide the relevant factual information, including, but not limited to:*

- *Specific violation and date;*
- *Specific project, exam, or paper involved;*
- *Your reasons for determining that the work is plagiarized;*
- *Student response (e-mail correspondence), if any;*
- *Anything else you feel relevant to the case.*

Is there supporting documentation to substantiate the violation? \_\_\_ Yes \_\_\_ No

*If yes, please attach.*

Consequence of Violation:

\_\_\_ Failure for the Course

\_\_\_ Failure for the Assignment

\_\_\_ Other (please explain): \_\_\_\_\_

Has the student been informed of the violation?

\_\_\_ Yes, I have had a conversation with the student (Date: \_\_\_\_\_)

\_\_\_ Yes, I have had an email exchange with the student.

\_\_\_ Yes, I sent the student an email.

\_\_\_ No. (Please explain):

\_\_\_ The student has already left for the quarter.

\_\_\_ Other reason: \_\_\_\_\_

Instructor's Signature Date

Department/Division

\_\_\_\_\_