Academic Integrity – Single Violation Procedure Flowchart

Instructor suspects possibility of academic dishonesty

Instructor holds an individual consultation with student to discuss potential dishonesty and assign sanction

If after consultation instructor determines act of academic dishonesty occurred, instructor files the form with Academic Integrity Officer (AIO)

AIO enters information into the Academic Integrity database

First-time violation?

Yes

Student appeals

No

End

No

See multiple violations flowchart

Department Chair reviews evidence and meets with student

Department Chair makes decision to uphold or modify – decision is FINAL

End

Single Violation Narrative

Click here to see UNT Policy 06.003 (Student Academic Integrity) for definitions of violations & sanctions.

- Review all evidence & have copies (of students’ work) to discuss with the student.
- Student signs form, noting only sanctions listed in the Policy that are appealable.
- Student signature acknowledges understanding of infraction, sanction, and option to appeal.
  Instructor signs form indicating conference with student was held.
- Instructor can send form to Dean of Students; Attn: Academic Integrity Officer (academic.integrity@unt.edu)