

## LaGuardia Community College Academic Integrity Complaint Form

This form is used for cases involving **bribery, cheating, academic fraud, misconduct on internships, plagiarism and other forms of academic dishonesty**, which fall under the Disciplinary Process of the Policy on Academic Integrity. Please see brochure on Policy on Academic Integrity for a full explanation.

STUDENT'S NAME: (Please Print)	
EMPL ID:	COURSE & SECTION:
DESCRIPTION OF INCIDENT: (Please Include date of incident and attach documentation if available.)	
ACADEMIC SANCTION:	
INSTRUCTOR'S NAME: (Please Print)	
INSTRUCTOR'S SIGNATURE	DATE:

**STUDENT TO FILL IN THIS PORTION:**

I have read the complaint above and (check the appropriate statement)

I do not challenge the accusation and accept the sanction.

I challenge the accusation and wish for the matter to be referred to the Chief Academic Integrity Officer for further review.

I do not wish to make any statement at this time and; I am aware that the sanction will be upheld without further review for appeal, after fifteen days of receipt of this notice.

**STUDENT'S SIGNATURE**

**DATE**

**FACULTY & CHAIRPERSON TO FILL IN THIS PORTION:**

Student failed to appear for scheduled conference or could not be contacted.

The matter above has been resolved. Please keep on file.

The matter above must be referred to the Chief Academic Integrity Officer for further review.

**CHAIRPERSON'S SIGNATURE**

**DATE**

**Please return completed form to Room C-317**

Gold – Student  
Pink – Instructor  
Yellow – Chairperson  
White – Adjudicator

**CHIEF ACADEMIC INTEGRITY OFFICER**

**DATE**