

**LaGuardia Community College  
Division of Enrollment Management & Student Development  
Office of the Vice President**

**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.

<b>STUDENT'S NAME (Please Print)</b>	
<b>SOCIAL SECURITY #</b>	<b>COURSE &amp; SECTION:</b>
<b>DESCRIPTION OF INCIDENT: (Please provide attachment if additional information is needed)</b>	
<b>ACADEMIC SANCTION:</b>	
<b>INSTRUCTOR'S NAME: (Please Print)</b>	
<b>INSTRUCTOR'S SIGNATURE</b>	

**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 Adjudicator 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**

**CHAIRPERSON TO FILL IN THIS PORTION:**

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

\_\_\_\_\_ The matter above must be referred to the Chief Adjudicator for further review.

\_\_\_\_\_ **CHAIRPERSON'S SIGNATURE**

\_\_\_\_\_ **DATE**

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

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