

**WINGATE UNIVERSITY ACADEMIC HONOR CODE
INCIDENT REPORT FORM**

SECTION A: TO BE COMPLETED BY THE PROFESSOR AND SHARED WITH THE STUDENT.

Faculty Name: _____

Faculty Office #: _____ Faculty Phone Extension: _____

Semester (circle one): Fall Spring Summer Session 1 Summer Session 2 Year: _____

Course: _____ Section #: _____ Date of Incident: _____ Date of Discussion: _____

The following student is charged with a violation(s) of academic integrity as checked below:

Student Name: _____

Student ID #: _____ Phone Number: _____

Violation (check one):

- | | |
|-----------------------------------------------------------|--------------------------------------------------------------------------|
| <input type="checkbox"/> Cheating | <input type="checkbox"/> Failure to report a probable academic violation |
| <input type="checkbox"/> Plagiarism | <input type="checkbox"/> Facilitating academic dishonesty |
| <input type="checkbox"/> Misuse of Electronic Information | <input type="checkbox"/> Providing false information |

SECTION B: TO BE COMPLETED BY THE STUDENT.

_____ I understand the charge(s) against me listed above and **accept responsibility** for violating Wingate's Honor Code. I understand that my professor will assign course sanctions, which cannot be appealed, and will submit a record of this violation to the Vice Provost for Student Engagement who will determine institutional sanctions.

_____ I **do not accept responsibility** for this violation. I understand my case will be forwarded to Director of Community Standards who will review the case and schedule an Honor Council or administrative hearing where I may present evidence and invite witnesses to support my position.

Student Signature: _____ Date: _____

SECTION C: TO BE COMPLETED BY THE PROFESSOR AND/OR THE DIRECTOR OF COMMUNITY STANDARDS.

1. The following course sanctions were imposed: _____

THIS FORM SHOULD BE RETURNED TO THE OFFICE OF COMMUNITY STANDARDS WITHIN TEN (10) DAYS OF THE DATE OF DISCUSSION LISTED ABOVE.

SCANNED COPY CAN BE EMAILED TO COMMUNITYSTANDARDS@WINGATE.EDU