



**COLLEGE of ENGINEERING
AND PHYSICAL SCIENCES**

Academic Misconduct Report Form

Student Information

Name	ID#	Degree Program/Major	Email	Semester Level

Semester when the alleged offence occurred:	
Course Code:	
Instructor:	
Department/School:	
Assessment Information:	
i. related to (i.e. assignment #1, midterm, final exam):	
ii. percent of final grade:	
iii. due date:	

Details of Alleged Offence

Consult the [Undergraduate Calendar](#) or [Graduate Calendar](#) for more information on Academic Misconduct. Please select as many options that may apply. If you are unsure of the exact offence, leave blank.

1.) Misappropriation of Other's Work	
1. Plagiarism Plagiarism is misrepresenting the ideas, expression of ideas or work of others as one's own.	
2. Copying Copying is similar to plagiarism in that it involves the appropriation of others' work as one's own. It includes copying in whole or in part another's test or examination answer(s), laboratory report, essay, or other assignment.	
3. Unauthorized Co-operation or Collaboration It is an offence to co-operate or collaborate in the completion of an academic assignment, in whole or in part, when the instructor has indicated that the assignment is to be completed on an individual basis.	
2.) Misrepresentation and Fraud	
1. Impersonation Impersonation involves having someone impersonate oneself, either in person or electronically, in class, in an examination or in connection with any type of academic requirement, course assignment or material, or of availing oneself of the results of such impersonation.	
2. Falsification It is an offence to submit or present false or fraudulent assignments, research, credentials, or other documents for any academic purpose.	
3. Withholding It is an offence to withhold records, transcripts or other academic documents with the intent to mislead or gain unfair academic advantage.	
4. Unauthorized Aids and Assistance It is an offence to use or possess an unauthorized aid, to use or obtain unauthorized assistance, or to use or obtain prohibited material in any academic examination or term test or in connection with any other form of academic work.	
3.) Improper Access and Obstruction	
1. Preventing Access to Materials It is an offence to alter, destroy, hide, remove without authorization, or in any other way improperly restrict access to library, electronic or other materials intended for general academic use.	
2. Obstruction and Interference It is an offence to obstruct or otherwise interfere with the scholarly activities of another, or to alter or falsify the work of others, in order to gain unfair academic advantage.	
3. Improper Access It is an offence to improperly obtain through theft, bribery, collusion, or otherwise access to confidential information, examinations or test questions or to gain undue academic advantage as a result of such behaviour.	
4. Improper Dissemination It is an offence to publish, disseminate or otherwise make public to a third party without prior written consent, confidential information.	
4.) Aiding and Abetting	
Knowingly aiding or abetting anyone in committing any form of academic misconduct is itself academic misconduct and subject to this policy.	

Please provide details of the alleged misconduct and your evidence-gathering activities and relevant dates (attach additional pages and documentation as necessary):

Please forward the following documentation with the case (as applicable):

- course outline
- assignment or examination instructions
- a copy of the student work with suspicious areas highlighted or otherwise clearly noted
- information about the student performance on other assignments in the course
- e-mail or other correspondence related to the case
- witness statements (as appropriate)

Student notification is required. Please verify the date and method of notification:

Method:		Date:	
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Instructor approval:

Signature:		Date:	
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Chair or Director approval:

Signature:		Date:	
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