

**Central Ohio Technical College  
Report of Academic Misconduct**

Name of Student: \_\_\_\_\_ ID #: \_\_\_\_\_

Student Email: \_\_\_\_\_

Title of Course: \_\_\_\_\_ Course #: \_\_\_\_\_

Name of Course Instructor: \_\_\_\_\_ Contact: \_\_\_\_\_

Name of Division Chair: \_\_\_\_\_

Date/Time of Incident: \_\_\_\_\_

**Type of academic misconduct (refer to Code of Student Conduct for definitions):**

- |  |  |
|--|--|
| <input type="checkbox"/> Violation of Course Rules/Syllabus                | <input type="checkbox"/> Examinations – unauthorized materials/info  |
| <input type="checkbox"/> Unauthorized assistance lab/field work/assignment | <input type="checkbox"/> Plagiarism                                  |
| <input type="checkbox"/> Repeating work without permission                 | <input type="checkbox"/> Falsification of lab/research/assignment    |
| <input type="checkbox"/> Substitute for a student in any graded assignment | <input type="checkbox"/> Alteration of grade or mark by student      |
| <input type="checkbox"/> Alteration of academically related forms/records  | <input type="checkbox"/> Activity that unfairly creates disadvantage |
| <input type="checkbox"/> Violation of program regulations                  |  |

**Description of Incident (Please include a copy of all supporting documentation/attach additional pages if needed):**

**As instructor of the above course, I believe an act of academic misconduct occurred and, therefore, after consultation with my Division chair, recommend the following:**

- Warning (FYI filed with the Office of Student Life) – if applicable, please include student’s response
- Referral to the Office of Student Life (Student Conduct) for review of incident

Instructor’s signature: \_\_\_\_\_ Date: \_\_\_\_\_

*Please submit this form and all supporting documentation to the Office of Student Life, Warner 226 or [hmason@cotc.edu](mailto:hmason@cotc.edu). The Office of Student Life will notify the instructor within five (5) business days from receipt of the documentation to verify all necessary documents have been submitted.*