Code of Academic Integrity Process Guide
- for students -

If you are reported to have violated the Academic Code of Conduct.

ASK
- Ask the faculty/staff member for a copy of the Charge of Academic Dishonesty form.
- Ask them to review the evidence of alleged violations.

MEET
Meet with the Office of Academic Integrity to discuss your rights and responsibilities.
202-994-6757
rights@gwu.edu
You may also consult with an advisor of your choice.

UNDERSTAND
Understand which violations of the Code of Academic Integrity you are being charged with:
- Cheating
- Fabrication
- Plagiarism
- Facilitating Academic Dishonesty
- Falsification/Forgery of University academic documents

UNDERSTAND
Understand what the potential sanction(s) are and how they may affect your academic status with the course, within the academic school/college, and at the university.

UNDERSTAND
Understand whether or not the alleged violation(s) must be addressed through an Academic Integrity Council Hearing.

SIGN & SUBMIT
Sign and submit the Charge of Academic Dishonesty Form to the Office of Academic Integrity or to the faculty/staff member.
- Signing indicates that you understand how alleged violation(s) will be addressed by the university.

PARTICIPATE
Participate in any meetings or hearings requested and/or required of you through the Academic Integrity Disciplinary Process.
**Academic Dishonesty Prevention & Resources**

**Notable Sections of the Code of Academic Integrity**

GW's definition of academic dishonesty. (p. 1)

Potential sanctions for a reported violation. (p.3)

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**Notation**

Academic Integrity violations are considered permanent conduct records at GW, even if violations are not accompanied with a transcript notation.

Individuals found responsible for a violation that carries with it a sanction of failure of a course will receive a transcript notation reading, “Academic Dishonesty,” and the date of the violation.

Individuals who are suspended or expelled will also receive a transcript notation. Students may petition the Provost and Executive Vice President for Academic Affairs or designee to have these transcript notations removed.

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**Resources**

Office of Academic Integrity

Office of Student Rights and Responsibilities

SafeAssign

Writing Center

Disability Support Services

GW Tutoring Initiative

Colonial Health Center-Mental Health Services

GW Care Network

GW librarians

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**Tips**

**For Exams**

- Follow all exam directions. Read Blackboard and the syllabus.
- Stow away phones, watches, study guides.
- Ask the professor or TA if you have questions.

**For Research Papers**

- Use RefWorks or other free citation tools to organize references.
- Clarify the type of style/citation standards for the course.
- Ask the professor or TA if you have questions.

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@GWconduct | 202-994-6757 |
righs@gwu.edu | studentconduct.gwu.edu

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Students are afforded procedural rights under the GW Code of Academic Integrity. Contact the Office of Academic Integrity to learn about your rights and responsibilities under the Code.