GWU Academic Integrity Process Outline

Student Rights and Responsibilities (SRR) works with students and instructors of record to manage each case individually. This chart provides a summary of the ways in which cases are typically processed under the Code of Academic Integrity. This guide provides an overview of the process under the Code of Academic Integrity. Students are encouraged to read the Code in its entirety. In the event this guide is inconsistent or in conflict with the Code, the Code will apply.


Instructor of record (IOR) identifies or receives report of a possible academic integrity violation.

IOR contacts SRR to learn if any prior violations would affect sanctioning.

Faculty member meets with student to review concerns, invite a response, and suggest a sanction.

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Student contests the violation and/or proposed sanction.

Student accepts sanction and violation.

ACADEMIC INTEGRITY PANEL

- A panel of three students (one non-voting) and two faculty members hear the case. The panel determines whether the respondent is in violation and recommends a sanction.

IN VIOLATION (some or all charges)

Panel will provide a report including the finding, rationale, and recommendation for sanctions to the Dean of the school/college (or designee) in which the violation occurred.

Dean of the school/college reviews sanctions for significant deviation from similar cases. Dean may modify the sanction, and may not change the finding.

Student and IOR will receive an outcome, including finding, rationale for finding, sanction(s), and rationale for sanction(s).

NOT IN VIOLATION (all charges)

Student and IOR will receive an outcome, including finding, rationale for finding.

Student may appeal:
- Submitted in writing within 5 business days after outcome letter.
- Grounds for appeal: material deviation from procedures, new and relevant information that was unavailable.
- Provost (or designee) reviews the appeal and makes a final decision.

ACADEMIC INTEGRITY AGREEMENT

- An option for respondents who accept an in violation finding for all charges and agree to proposed sanctions.
- Includes waiving the right to appeal and concludes the process. SRR may follow-up to confirm with IOR and student.

Process concludes.

Basic rights of respondents (accused students) in academic integrity proceedings
- Notice of charges and date of proceeding, reasonable access to case file; question and respond to information to be used to make decision in a case; right to witnesses; right not to be sanctioned unless the hearing body finds a preponderance of the evidence that the respondent is in violation; right to appeal decisions.
- An advisor may be present (not legal representation).