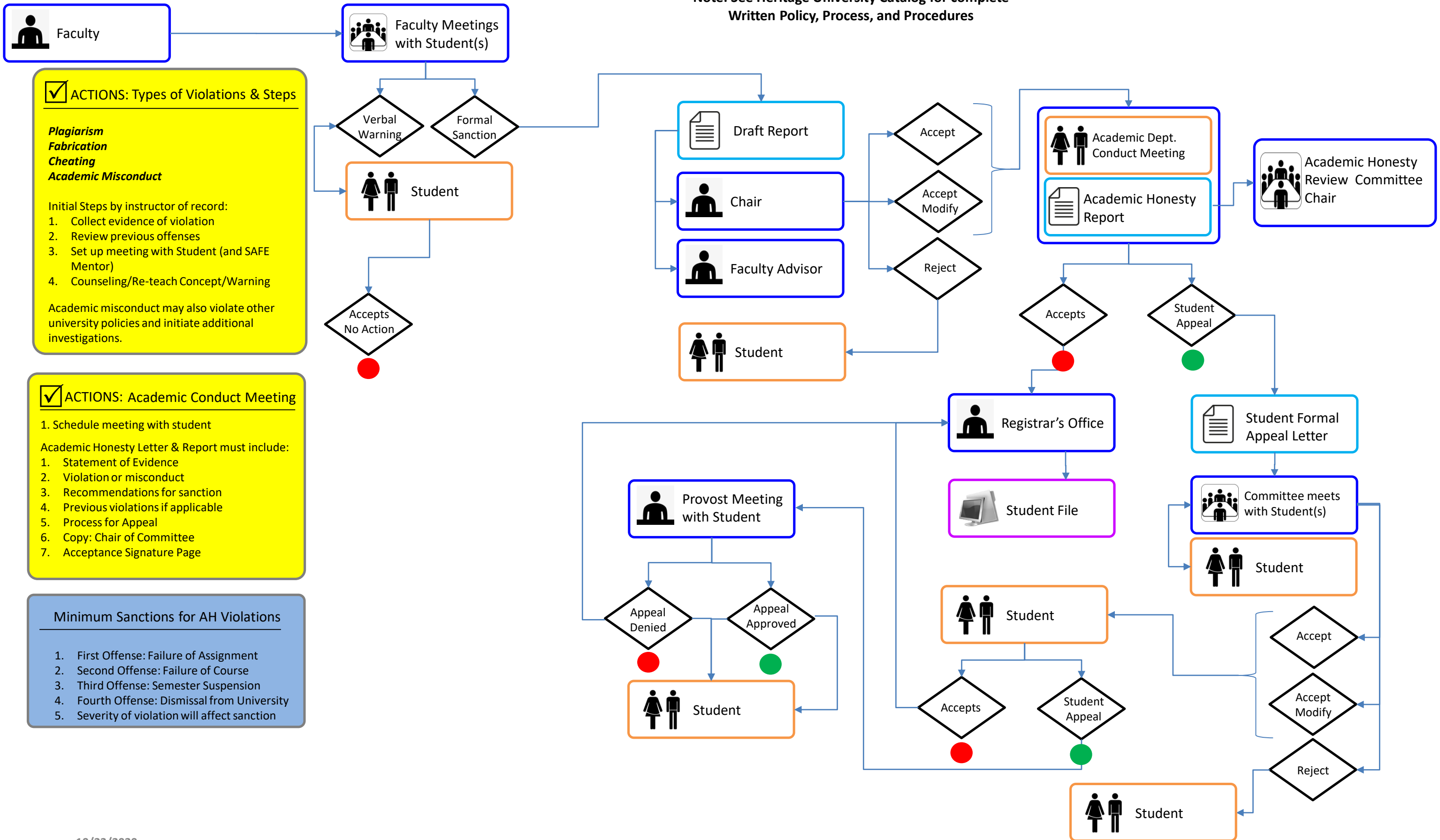


Academic Honesty (AH) Disciplinary Process - Overview

Note: See Heritage University Catalog for complete Written Policy, Process, and Procedures



ACTIONS: Types of Violations & Steps

Plagiarism
Fabrication
Cheating
Academic Misconduct

Initial Steps by instructor of record:

1. Collect evidence of violation
2. Review previous offenses
3. Set up meeting with Student (and SAFE Mentor)
4. Counseling/Re-teach Concept/Warning

Academic misconduct may also violate other university policies and initiate additional investigations.

ACTIONS: Academic Conduct Meeting

1. Schedule meeting with student

Academic Honesty Letter & Report must include:

1. Statement of Evidence
2. Violation or misconduct
3. Recommendations for sanction
4. Previous violations if applicable
5. Process for Appeal
6. Copy: Chair of Committee
7. Acceptance Signature Page

Minimum Sanctions for AH Violations

1. First Offense: Failure of Assignment
2. Second Offense: Failure of Course
3. Third Offense: Semester Suspension
4. Fourth Offense: Dismissal from University
5. Severity of violation will affect sanction