University of Arizona
Code of Academic Integrity

Record of Appeal to College Dean

Instructions for College Dean

1. For detailed instructions regarding Academic Integrity procedures and specific instructions, refer to https://deanofstudents.arizona.edu/policies/code-academic-integrity under Academic Integrity Procedures III. Appeal to Dean of the College, or contact the Dean of Students Office at 621-7057.
2. Schedule the appeal hearing within 15 days of receipt of appeal for this case. The appeal hearing must be concluded and the decision communicated to the student within 30 days of receipt of the appeal.
3. Determine if the evidence provided supports a conclusion of a violation.
4. If it is determined a violation did not occur, the sanctions imposed must be overturned.
5. If it is determined a violation did occur, determine if sanctions imposed by faculty member is/are appropriate, and either uphold the sanctions, or modify as appropriate.
6. Notify the student of the outcome of the appeal.
7. Send a copy of this form to the faculty member and the Dean of Students Office, Nugent Bldg, Room 100, or email to DOS-Codes@email.arizona.edu).
8. **PLEASE NOTE** to properly fill out this form you must use Adobe Reader or Acrobat 8.0 or greater. If any other PDF viewer is used (such as Apple Preview or Google Chrome PDF viewer) the form will not format correctly and the filled in fields will appear blank when received by our office. **Make sure to save a copy of the completed form on your computer as a back up.**

College Dean Information

Name	College
Campus Address	Campus Phone
Date Appealed to Dean	Date of Meeting with Faculty
Date Form Completed	Date of Meeting with Student
Course of Appeal, including Section	

Faculty Information

Name	Department

Student Information

Name	ID Number

Summarize the Case:

College Dean's Findings and Conclusions

☐ I find that the evidence **does not support** the conclusion of a violation.

☐ I find that the evidence **does support** the conclusion of a violation.

Sanction(s) (check applicable)

☐ Written warning (this form may constitute a written warning)

☐ Loss of credit for work involved	☐ Reduction in course grade
☐ Failing grade in course	☐ Permanent notation on transcript (Temporary notation is not an option)
☐ Revocation of degree	
☐ Academic Integrity Workshop Completion Deadline: ☐ Fall ☐ Spring _____(year) Note: There are no workshops available during summer **Note: This is a 2 ½ hour Workshop. There is an associated program cost, which will be assessed to the student's Bursar account.**	☐ Plagiarism Awareness Workshop Completion Deadline: ☐ Fall ☐ Spring _____(year) Note: There are no workshops available during summer **Note: This is a 2 ½ hour Workshop. There is an associated program cost, which will be assessed to the student's Bursar account.**

☐ Suspension from:

☐ Program ☐ College ☐ Department ☐ University

Length of Suspension: _____ Effective Date:_____

Note: If sanction is suspension, consult with the student's academic dean

☐ Expulsion from:

☐ Program ☐ College ☐ Department ☐ University

Effective Date: _____

Note: If sanction is expulsion, consult with the student's academic dean

Dean's Signature:_____ Date: _____

Instructions for the Student

1. Review this form and the Code of Academic Integrity at https://deanofstudents.arizona.edu/policies/code-academic-integrity
2. The Dean's decision is final unless the sanction is University suspension or expulsion, transcript notation, or revocation of a degree.
3. The College Dean may grant an option to appeal to the UA Hearing Board under certain circumstances. Refer to the website above for more information.
4. The student has 10 academic days from receipt of the College Dean's decision to submit the appeal to a University Hearing Board.
5. Use the Request for Appeal to University Hearing Board form, which may be found at https://deanofstudents.arizona.edu/sites/default/files/2022-04/RequestAppeal_to_University_Hearing_Board-AI-writable.pdf
6. Refer to Student Disciplinary Procedures at https://deanofstudents.arizona.edu/sites/default/files/5-403StudentDisciplinaryProcedures.pdf