

Informal Resolution of Academic Misconduct

The student has the right under the University of Saskatchewan *Regulations on Student Academic Misconduct* (the "*Regulations*") to a full and fair hearing before an impartial hearing board if the student disputes an allegation of academic misconduct or the sanction proposed as an informal resolution. Students are considered innocent until a hearing board determines that academic misconduct has occurred.

The *Regulations* allow an instructor and student to agree on an appropriate informal resolution for minor infractions of academic misconduct due to misunderstanding or carelessness, in cases where the student does not dispute the allegation or proposed resolution. A complete copy of the *Regulations* is available at:

www.usask.ca/secretariat/student-conduct-appeals/StudentAcademicMisconduct.pdf.

The informal resolution proposed by the instructor or invigilator will only be imposed if the student voluntarily accepts it (pursuant to Part III of the Regulations). By signing this form, the student expressly agrees that the Academic Administrator may (at his or her sole discretion) use and/or disclose the existence of this informal resolution, including information pertaining to this informal resolution, when determining whether informal resolution is appropriate with respect to subsequent incidents of academic misconduct.

Information

Student Name		Student Number	
Instructor Name		Invigilator Name (if applicable)	
Course	Section	Term	Year
Type of assignment <input type="checkbox"/> Essay <input type="checkbox"/> Exam <input type="checkbox"/> Other academic work			
Nature of misconduct			

Resolution

Notification of resolution proposed by instructor:

Grade reduction in the identified assignment	Reduction of assignment grade to
--	----------------------------------

and/or

Requirement for resubmission of the identified assignment	Failure to resubmit the assignment will result in	Resubmission deadline
---	---	-----------------------

Instructor Signature	Date (mm/dd/yyyy)
----------------------	-------------------

I accept the resolution described above:

Student Signature	Date (mm/dd/yyyy)
-------------------	-------------------

This form will be retained by the Academic Administrator and instructor as a component of the grading materials for this course but will not be made part of the student's academic record. The student should also keep a copy of this form for their records. This form may be retained by colleges for future consideration should further incidents transpire until the longer of: five years or until the student has completed their program.

For more information about the informal and formal procedures for dealing with academic misconduct, please contact the College or School's general office or the Office of the University Secretary.

Office of the University Secretary

Room 212 Peter MacKinnon Building ■ 107 Administration Place ■ University of Saskatchewan ■ Saskatoon, SK S7N 5A2 Canada
 Email: university.secretary@usask.ca ■ Website: usask.ca/secretariat/ ■ Tel: 306-966-4632