

UNB ACADEMIC INCIDENT REPORT

- refer to Calendar regulations regarding Academic Offences (see applicable UNB Calendar)
- submit only one form per incident, even where multiple students are involved
- submit completed Academic Incident Report and supporting documentation to the Registrar's Office, UNB Fredericton

COURSE

section: _____ term (e.g. 2007/Winter): _____

INSTRUCTOR

name: _____

faculty/dept: _____ phone: _____

UNB e-mail: _____ other e-mail: _____

INSTRUCTOR'S REPRESENTATIVE

name: _____

(where applicable)

UNB e-mail: _____

ALLEGED OFFENCE

plagiarism: genuine misunderstanding

other academic offence:

deliberate plagiarism

specify: _____

STUDENT(S)

full name

UNB student ID

_____	_____
_____	_____
_____	_____

ATTACHED INFORMATION

description of incident (time, date, details)

synopsis of meetings with students (or explanation of why meetings not possible)

evidence: originals or copies of work in question, eyewitness accounts, and all other relevant materials such as samples of work by other students or solution sets/keys *(note that members of the committee may or may not include experts in your field or the course material — in your submission, do not assume any particular expertise or any familiarity with the course)*

relevant assignment/test/exam(s) as distributed to class course syllabus

relevant or related with students (involved with case)

correspondence — with Dean, Dean's representative, or department Chair

signed: _____ date: _____