F1004 Academic Integrity Formal Appeal Process

a Program Coordinator.

OFFICE OF THE AVPS

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FORMAL APPEAL OF THE DECISION REVIEW PROCESS (AVPS)

A student who does not agree with the outcome of the Decision Review Process, and wishes to pursue a Formal Appeal must forward their special appeal request, including the outcome of the Decision Review process to the Office of the AVPS within five (5) business days of being notified of the Decision Review outcome.

Only the following grounds will be accepted as legitimate grounds for a Formal Appeal:

- The action which received a sanction does not constitute an academic integrity violation as defined by the policy.
- There is clear and demonstrable evidence of a procedural error that significantly affected the outcome of the decision.
- The sanction imposed under the policy is too harsh given the nature of the violation.

A Formal Appeal process cannot be requested until after the Decision Review process has concluded.

Request for Formal Appeal DOES The Office of the AVPS will dismiss the NOT meet legitimate grounds. request and inform the student in writing. The decision of the Office of the AVPS is final, and not subject to further appeal. Request for Formal Appeal is based on legitimate grounds. Uphold the The Office of the AVPS will strike original sanction. an Academic Integrity Appeal Panel. The panel will Substitute a lesser notify the **ACADEMIC INTEGRITY** sanction or no student and **APPEAL PANEL** sanction at all. the instructor The Academic Integrity Appeal The panel will of the decision Panel will consist of three (3) review all relevant in writing. voting members who have had no information related Substitute a previous direct involvement with The decision to the appeal and greater sanction. the matter under consideration. of the panel decide on and a nonvoting chair. The panel is final and an outcome. will meet as soon as is practicable. not subject Refer the matter to further Regular Studies Courses: an back for further appeal. Academic Dean, a Division Chair. investigation and a Department Chair. or order a new **Continuing Studies Courses:** investigation. the Dean, Continuing Studies, a Program Manager, and

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