



REPORTED CHEATING & PLAGIARISM INCIDENT (IPESA 5.4.1 & 5.4.2)

Student Information:

Name of the student involved: _____

Student number: _ _ _ _ _

Course Information:

Name: _____ Course number: _____ - _____ - _____

Value of the assignment or test in %: _____

Teacher: _____

Report dated: _____

▶▶▶ Please attach a copy of the supporting documents.

Please choose one of the two below:

PLAGIARISM:

- using verbatim quotes without quotation marks, appropriate indentation, parenthetical reference or footnote to the original source;
- providing incomplete and invalid references in the bibliography;
- paraphrasing or summarizing ideas in a text where only a few words have been changed and that contain the same ideas found in the original source; and
- using statistical information or an image without reference to the original source;
- other _____

CHEATING:

- copying or attempting to copy another's work;
- obtaining or attempting to obtain or provide unauthorised assistance of any kind;
- possessing or using any unauthorized material, including instruments used for storage or retrieval;
- taking an examination, test, or quiz in someone's place
- having someone take an examination, test, or quiz in one's place;
- engaging in unauthorized communication during an examination, test or quiz.
- falsifying lab reports or any facts or sources in any assignment;
- preparing an assignment for someone else or having someone else prepare an assignment;
- knowingly allowing other students to copy work for the purpose of submitting as their own;
- dishonestly claiming to have submitted work which in fact was never submitted to the teacher;
- making false representation which may affect a grade (such as submitting a false medical certificate, etc.).
- other _____

CONSEQUENCES AND PENALTIES (IPESA 5.4.1 & 5.4.2)

The consequences for students found guilty of cheating and plagiarism, and the penalties which follow, will vary depending on the context of the incident. If the student chooses to avail himself of the right to appeal, the implementation of these sanctions will be deferred until a decision on the appeal has been rendered.

CHEATING: “Students found guilty of cheating by their teacher in an evaluation activity will receive a grade of zero for that activity.” IPESA, p. 20

PLAGIARISM: “Students found guilty of plagiarism by their teacher may receive a grade of zero for that activity, given the context of the incident.” IPESA, p. 21

The student has been informed by MIO that this report has been filed with the Dean of Student Services.

Teacher’s signature _____ Date: _____

TEACHER’S RECOMMENDED SANCTION(S)

Teacher’s signature: _____ Date: _____

Dean’s signature : _____ Date: _____