

# Notification of Charges and Settlement Form for Academic Dishonesty Violation Catawba College Student Conduct System

## NOTE TO STUDENTS

A charge of academic dishonesty has been made against you; the details of this charge are provided below. The charge provides you with an opportunity to discuss and respond to the charge(s) and the penalties that will result from the charge.

1. You are not required to sign this settlement form.
2. If you do not sign this form, you have the right to a hearing before the Student Conduct Board before any disciplinary penalty may be imposed.
3. You have three business days to seek advice and decide whether or not to sign the form. You are encouraged to discuss your concerns with a trusted advisor, professor, or staff member.
4. If you sign the form, you admit responsibility and accept the penalty shown.
5. Signed settlement forms are kept on record for five (5) years in Student Affairs. The form is kept confidential after a first violation becomes relevant evidence if you violate the Academic Integrity portions of the Student Conduct Code again. A second violation automatically refers you to the Dean of Students for additional sanctions, usually Academic Dishonesty Probation; third violation result in suspension from the College.
6. This settlement form is not disclosed to prospective employers or to other schools, nor is it filed in your permanent student record, except in the case of second and subsequent violations.

## CHARGE AND PENALTY

This student has been charged with a violation of the Academic Integrity Policy which falls under the Student Conduct Policy. The Student Conduct Policy can be found in the Catawba College Student Handbook.

Date \_\_\_\_\_ Violation Description # ID \_\_\_\_\_  
Student Name \_\_\_\_\_ Campus Box \_\_\_\_\_  
On/Off Campus Address \_\_\_\_\_ Ext. or Phone# \_\_\_\_\_  
Athlete (Y / N) \_\_\_\_\_