

BOSSIER PARISH COMMUNITY COLLEGE
ACADEMIC MISCONDUCT STUDENT NOTIFICATION AND COUNSELING FORM

PREFERRED AGAINST:

Name _____ Course Name/Number _____

You are hereby notified that discipline charges may be filed against you regarding violation of the Academic Misconduct policy as outlined in the *Student Handbook* under Student Services General Policies and Procedures, Section II, and you are directed to meet with _____, your academic instructor, and _____, the Academic Dean for the academic discipline, at _____, on _____ in _____ for a preliminary investigation.

The specific charges are as follows:

SUPPORTING INFORMATION: (Describe in detail the violation(s) giving date, time, and location. (Attach a separate sheet if necessary.)

NOTICE: FAILURE OF THE STUDENT TO ATTEND THIS MEETING WILL BE INTERPRETED AS AN ADMISSION OF GUILT.

Student's Signature

Date

Instructor's Signature

Date

**Student's signature does NOT imply admission of guilt.

PROCEDURE STATUS CHECK LIST

____ Proceedings against the student are dismissed on _____.

Instructor Signature

Academic Dean Signature

Date of Student Notification

OR

____ The student is placed under Sanction(s) _____ as outlined in the Academic Misconduct Policy, Section II. The sanction(s) is (are) as follows:

____ The student agrees to accept the sanction(s) stated above for the described offense.

Student's Signature

Date

OR

____ The student requests a hearing of this case by the Academic Misconduct Appeals Committee, and he/she must file a written statement within four working days to the Vice Chancellor for Student Services. The student is also aware that the Registrar will place a temporary hold on his/her academic records pending resolution of the academic misconduct allegations.

Student's Signature

Date