

Academic Integrity

1.0 Policy

Connors State College values integrity and expects students to meet the highest ethical standards in their academic pursuits. Connors State College faculty and staff share this responsibility. We work to ensure an honest academic environment and to provide a process for fair resolutions of alleged violations of academic integrity. Therefore, students, instructors and members of the Academic Integrity Committee are expected to demonstrate academic integrity through the following actions.

- A. Students are expected to:
 - Understand and uphold the academic integrity guidelines established by the College and the instructor.
 - Present their own work for evaluation by their instructors.
 - Cite appropriately the words and ideas of others.
 - Protect their work from misuse.
 - Accept responsibility for their own actions.
 - Treat instructors and members of the Academic Integrity Committee with respect when violations of academic integrity are examined or appealed.
 - Trust instructors and members of the Academic Integrity Committee to enforce the academic integrity policy and procedures.
- B. Instructors are expected to:
 - Understand and uphold this academic integrity policy and procedures. Standards set by instructors in their classes should be consistent with the guidelines provided within this policy.
 - Discuss and communicate information about academic integrity to students.
 - Reduce opportunities for dishonesty through vigilant exam security and proctoring and give clear instructions for homework and projects.
 - Evaluate students fairly and consistently and award credit based on professionally judged academic performance established by the instructor.
 - Trust students to follow the academic integrity policy until the instructor has sufficient information to substantiate a violation, then confront students with information about the alleged violation, follow the procedures, and report violations.
 - Evaluate fairly the information that may indicate a student has violated academic integrity.
 - Treat students and members of the Academic Integrity Committee with respect when violations of academic integrity are examined or appealed.
 - Trust members of the Academic Integrity Committee to enforce the academic integrity policy and procedures when violations are appealed.
- C. Members of the Academic Integrity Committee are expected to:
 - Accept responsibility for upholding the academic integrity policy and procedures for the College.
 - Uphold instructors' standards for academic integrity that were clearly communicated to students, consistently enforced, and compatible with the College academic integrity policy, procedure, and guidelines.
 - Evaluate information that may indicate a student has violated academic integrity.
 - Treat students and instructors with respect when violations of academic integrity are examined or appealed.
 - Clearly communicate their findings to appropriate stakeholders.
 - Participate in appropriate training when available.

Behaviors that violate the fundamental values of academic integrity may include but are not limited to:

- Submitting another's work as one's own or allowing another to submit one's work as though it were his or hers.

- Several people completing an assignment and turning in multiple copies all represented either implicitly or explicitly as individual work.
- Failing to contribute an equal share in group assignments or projects while claiming equal credit for the work.
- Using a textbook, notes, or technology tools during an examination without the permission of the instructor.
- Receiving or giving unauthorized help to another student on assignment(s) or examinations(s).
- Stealing a problem solution or assessment answers from an instructor, a student, or other sources.
- Tampering with experimental data to obtain “desired” results or creating results for experiments not done.
- Creating results for observations or interviews that were not done.
- Obtaining an unfair advantage by gaining or providing access to examination materials.
- Tampering with or destroying the work of others.
- Submitting substantial portions of the same academic work for credit or honors more than once without permission of the present professor.
- Lying about these or other academic matters.
- Accessing computer systems or files without authorization.
- Plagiarism, which is generally defined as the use in one’s writing of specific words, phrases, and/or ideas of another without giving proper credit.
- Self-plagiarism, which is generally defined as a type of plagiarism in which the writer republished a work in its entirety or reuses portions of previously written text while authoring a new work.
- Falsifying college records, forms, or other documents.
- Submitting work such as assignments, papers, or discussion posts that have been created or thoroughly edited by an Artificial Intelligence program without permission from the instructor.

These behaviors may subject the student to disciplinary action including, but not limited to, receiving a failing grade on assignment, examination, or course; receiving a notation of a violation of academic integrity on the transcript; or suspension from the College. Serious violations discovered after a student graduates may lead to revocation of a degree. These behaviors are described in detail in the Academic Integrity Guidelines.

2.0 Procedures

1. The instructor discovers sufficient information to substantiate an alleged violation of academic integrity. The information should support a determination that it is “more likely than not” that a violation of academic integrity occurred.
2. Within five school days of discovering an alleged violation, but no more than 30 calendar days after the submission due date, the instructor prepares an Academic Integrity Inquiry Form and emails the form to the student’s College email address. A school day is defined as a regular class day during the fall or spring semester (if the student is enrolled in a class during summer school or intersession, a school day includes regular class days during the same summer or intersession term).
Once an instructor has identified an alleged violation of academic integrity, the student may not drop the course. Students who drop the course will be re-enrolled by the Registrar. Note: In the event an incident is not resolved at the time grade reports are due to the Registrar (e.g., an alleged violation is discovered during the final examination period), an incomplete grade will be assigned until the allegation is resolved.
3. The student contacts the instructor within five school days of receiving the Inquiry Form to schedule a resolution meeting. Finals week does not count as school days for this purpose, though if all parties agree, a resolution meeting may be held during this week.

4. The instructor recommends an academic sanction to the Office of Academic Affairs for alleged violations of academic integrity. The instructor should recommend the appropriate sanction of an admonition or level of either one, two, or three for alleged violations of academic integrity. The following maximum sanctions are:

- a. **Admonition**—essentially a warning by the instructor of record of a course, and not considered a grievance. The sanction for an admonition will be a grade reduction that does not exceed the value of the assignment in question. An admonition may be assessed for violations including but not limited to the following:
 - i. Plagiarism/copying of work done for a course, if the plagiarized/copied material makes up less than 10% of the assignment or deemed a minor violation by the instructor of record (first offense only).
 - ii. Unauthorized collaboration on homework assignments making up less than 10% of the assignment or deemed a minor violation by the instructor of record (first offense only).

A first offense is not automatically treated as an admonition. If an admonition is assessed, the warning and sanction will be reported to the Office of Academic Affairs. An admonition may be assessed only once, and adjudication of additional academic integrity violations will consider the admonition. Subsequent violations will be referred to the Academic Integrity Committee. The resolution of additional academic integrity violations may be adversely impacted by the earlier assessment of an admonition.

- b. **Level one sanction**—a grade of "zero" or "F" for the assignment or examination for violations including but not limited to the following:
 - i. Copying or paraphrasing a few sentences of material (1-5 sentences or a minor portion) from a written or Internet source without proper citation.
 - ii. Cheating on a quiz or minor assignment. Minor is defined as 10% or less of the total points for the course.
 - iii. Receiving unauthorized help on an assignment.
 - iv. Working on an assignment with others when the instructor asked for individual work. Turning in work that is identical or very similar to others' work. Excessively relying upon and using the ideas and work of others in a group effort.
 - v. Using a false excuse to obtain an extension on a due date.
 - vi. Signing an attendance roster for someone who is absent or asking someone else to sign the roster to avoid being counted absent.
 - vii. Failing to observe the rules governing the conduct of examinations (for example, continuing to work on an examination after time is called at the end of an examination).
 - viii. Submitting work such as assignments, papers, or discussion posts that have been created or thoroughly edited by an Artificial Intelligence program without permission from the instructor.

In addition to assigning a Level One sanction, an instructor can assign the academic integrity education program to a student. After the sanction becomes final, a registration hold will be placed on the student's account. Sanctions become final if the student does not appeal within five school days of receiving official notification from the Office of Academic Affairs or an Academic Integrity Committee Hearing. The registration hold will be removed once the student successfully completes the academic integrity education program. The student shall contact the Office of Academic Affairs to schedule a time to complete the academic integrity education program.

- c. **Level two sanction**—a grade of "F!" for the course. An F! is a grade signifying the student failed the course because of an academic integrity violation. Level two violations include but are not limited to the following:
 - i. Turning in a paper copied from another student.
 - ii. Turning in a paper obtained in full or in part from a term paper "mill" or website.
 - iii. Copying material almost word for word from a written source and turning it in as one's own work.
 - iv. Fabricating or falsifying a bibliography.

- v. Getting questions or answers from someone who has taken an examination.
 - vi. Obtaining an unauthorized copy of an examination in advance.
 - vii. Using unauthorized notes during an examination.
 - viii. Having another student take an examination.
 - ix. Inappropriate use of technology during an examination.
 - x. Copying from another student during an examination with or without his/her knowledge.
 - xi. Helping someone else cheat on an examination.
 - xii. Stealing an examination or problem answer from the instructor.
 - xiii. Having unauthorized access to solutions and/or instructors or solutions manual for a course.
 - xiv. Altering a grade or scoring on an examination or paper to obtain unearned credit.
 - xv. In a course requiring computer work, copying another student's program rather than writing one's own.
 - xvi. Fabricating or falsifying laboratory or research data.
 - xvii. Inappropriately sharing or using work on an online assignment or examination.
 - xviii. Turning in work done by someone else including work thoroughly generated or edited by Artificial Intelligence.
 - xix. Submitting substantial portions of the same assignment to more than one class without the permission of the instructors.
 - xx. Altering course withdrawal slips and similar academic documents. This includes forging an instructor or adviser signature.
- d. **Level three sanction**—recommend a transcript notation of “Administrative Withdrawal for Academic Integrity Violation”; and dismissal from the from the College. This transcript notation is permanent and is intended to be used primarily for violations that are not related to a specific course. Level three violations include but are not limited to the following:
- i. Plagiarism or other violations of academic integrity in a presentation proposal, qualifying examination, comprehensive examination, report or creative component, professional education portfolio, professional presentations, or publications.
 - ii. Fabrication or falsification of research or laboratory data used in a creative component, report, presentation, or publication.
 - iii. Altering academic records such as transcripts, falsification of applications for admission or cheating on required prerequisite exams.

The academic integrity violation, such as receipt of a failing grade, may result in additional consequences, including program or aid ineligibility, program dismissal, visa status issues, etc.

5. The student and instructor meet to discuss the alleged violation and sign the Academic Integrity Form. The following actions may result from this meeting:
- a. The instructor and student agree that no violation of academic integrity occurred. No further action is needed, and any Academic Integrity forms are shredded.
 - b. The student admits responsibility for a violation and accepts the instructor's recommended sanction. The Academic Integrity form is sent to the Office of Academic Affairs to be retained, and a copy is sent to the student and the instructor's division chair.
 - c. The student admits responsibility but does not agree with the sanction. The instructor recommends a sanction, and the case is referred to the Academic Integrity Committee. To initiate an appeal the student must submit documentation to the Committee within five school days after receiving official notification from the Office of Academic Affairs (see procedures for appeal).

- d. The student denies responsibility for the alleged violation and does not agree with the sanction. The instructor recommends a sanction, and the case is referred to the Academic Integrity Committee. To initiate an appeal the student must submit documentation to the Committee within five school days after receiving official notification from the Office of Academic Affairs (see procedures for appeal).
- e. The student fails to appear for the resolution meeting. The instructor the instructor recommends a sanction, and the Academic Integrity form is sent to the Office of Academic Affairs to be retained, and a copy is sent to the student and the instructor's division chair.

The assigned sanction becomes final if the student does not submit documentation to the Office of Academic Affairs by the five school-day deadline. In any case where it is determined that an academic integrity violation has occurred, the student's support team will be notified by the Office of Academic Affairs via Dropout Detective.

- 6. The instructor or Academic Integrity Committee may permit a student to drop a course with a grade of "W" if the allegation is dismissed or if the student admits responsibility for a level one sanction, however, the student must meet the deadline to drop the course or withdraw from the College. A student may not drop a course in which the "F!" grade was assigned.
- 7. Certain violations (e.g., theft of an examination) may also violate the Student Code of Conduct. Instructors should contact the Student Conduct Office to report such violations.
- 8. Students may remove the first "!" from their transcript by completing an academic integrity education program. The "!" will remain on the transcript for a minimum of one semester.
- 9. Students who are accused of a second alleged violation of academic integrity in the same course in the same semester may have the second violation increased to an F! for the course, even if both incidents were Level One violations. Students who are accused of a second alleged violation of academic integrity resulting in a second F! will be referred to the Academic Integrity Committee. Any subsequent F! violations will result in a meeting with the Vice President of Academic Affairs. Consequences can include administrative withdrawal and dismissal.
- 10. Students who are found responsible for multiple academic integrity violations could be suspended from the College. If a student is found responsible for a violation resulting in suspension during the spring semester (even if the violation occurred during the previous fall or winter mini-mester), they will be suspended for the subsequent summer and fall semesters. If a student is found responsible for a violation during the fall semester (even if the violation occurred during the previous spring or summer semester), they will be suspended the subsequent spring and summer semesters. Examples of circumstances that could result in suspension include, but are not limited to:
 - a. Two or more level two violations.
 - b. A level two violation followed by a level one violation.
 - c. Three or more violations (level one and/or level two).
 - d. In rare circumstances, the Academic Integrity Committee may consider a different sanction if two violations occur at or about the same time.
- 11. If clear and convincing evidence of a serious violation of academic integrity is discovered (including but not limited to the violations listed under level three sanctions) after a student graduates, revocation of the degree may be recommended by following the Degree Revocation Procedures.
- 12. Academic integrity violations and student conduct violations become a part of the student's educational records. Employers, licensing boards, graduate and professional schools, state and federal agencies, and others may request a copy of these educational records. With the student's consent, Connors State will release student education records, which are available at the time of the request.

No record of admonitions will be noted on the student's transcript. Admonitions are reported to the Office of Academic Affairs and will be considered if other academic integrity violations are reported. No record of Level One violations will be noted on the student's academic transcript but will appear in the student's educational record.

Level Two violations will result in an F! on the transcript. Students may remove the first “!” from their transcript but the violation will remain a part of their educational record.

3.0 Procedures for Appeals of Alleged Academic Integrity Violations

1. If the student appeals against the alleged violation of academic integrity, the student and instructor can meet with the Academic Integrity Committee.
2. The student will use the following procedures to file an appeal:
 - a. The student obtains and completes an appeal form that is available online. The student should submit documentation to support his or her appeal.
 - b. The student submits the electronic appeal form within five school days after the official email is sent from the Office of Academic Affairs to the student’s College email address. For alleged violations which occur at the end of the semester, the five-day appeal period will roll over into the next regular (fall or spring) semester. The Office of Academic Affairs gives the student notice of receipt of the appeal, notifies the instructor of the course, assists the instructor and student in understanding the appeals process, assembles the supporting documents, and transmits the case to the Academic Integrity Committee.
3. The instructor submits the necessary forms, sufficient information to substantiate the alleged violation of academic integrity, and the recommended sanction. The instructor must return the evidence and make themselves available for a hearing within 20 school days after the student returns the appeal form or the case will be dismissed.
4. The student and instructor have the right to appear in a hearing before an Academic Integrity Committee. (Refer to the Academic Integrity Guidelines for a complete list of the rights in the Academic Integrity procedures.)
5. The Academic Integrity Committee determines if A) the student committed an act that violates academic integrity and B) the sanction is appropriate. The Committee will make one of the following decisions:
 - a. The student is found not responsible for a violation of academic integrity. The Office of Academic Affairs shall remove the sanction and the instructor shall assign an appropriate grade. The instructor or Academic Integrity Committee may permit a student to drop a course with a grade of “W.”
 - b. The student is found responsible for a violation and the sanction is appropriate. The instructor or Academic Integrity Committee may permit a student to drop a course with a grade of “W” if the student admits responsibility for a level one sanction. A student may not drop a course in which the “F!” grade was assigned.
 - c. The student is found responsible for a violation, but the sanction is not appropriate. The Committee may uphold, increase, or decrease the sanction.
6. If the student is found responsible for a violation of academic integrity, the Academic Integrity Committee may also assign an academic integrity education sanction which requires the student to complete the academic integrity education program. A registration hold will be placed on the student’s account within five school days of the Academic Integrity Committee hearing if the student does not appeal. The registration hold will be removed once the student successfully completes the academic integrity education program. The student shall contact the Office of Academic Affairs to schedule a time to complete the academic integrity education program.
7. After each decision, the Office of Academic Affairs sends a Hearing Report to the student, instructor, instructor’s division chair, the Registrar (if needed), and the Vice President of Academic Affairs.
8. The student may submit a written request for a final appeal before the Vice President of Academic Affairs. The student must submit an appeal within five school days after the Hearing Report if academic integrity procedures were not followed. If new information becomes available after the hearing that could substantially affect the outcome, the student may submit an appeal if they are an active student at Connors State College. The Vice President of Academic Affairs will determine if the final appeal will be considered.
9. The student will use the following procedures in filing a final appeal:

- a. The student obtains and completes the electronic final appeal form that is available from the Office of Academic Affairs. The burden of proof rests upon the student to establish his/her case with a preponderance of information.
 - b. The appellant submits the final electronic appeal form by the date specified on the email sent to the student's College email address. The Office of Academic Affairs gives the appellant notice of receipt of the appeal, notifies the instructor, assembles the supporting documents, and transmits the case to the Vice President of Academic Affairs.
10. The Vice President of Academic Affairs reviews written materials and determines if the academic integrity procedure was followed or if the new information warrants another hearing in front of the Academic Integrity Committee. The Vice President of Academic Affairs may take any of the following actions:
- a. The academic integrity procedure was not followed. The Vice President of Academic Affairs may remand the case to the Academic Integrity Committee.
 - b. Academic integrity procedure was followed. The Vice President of Academic Affairs upholds the decision of the Academic Integrity Committee.
 - c. New information does not warrant a new hearing. The Vice President of Academic Affairs upholds the decision of the Academic Integrity Committee.
 - d. The new information warrants another hearing in front of the Academic Integrity Committee.
11. The Office of Academic Affairs notifies the student and the instructor of the Vice President of Academic Affairs' decision.
12. The decision of the Vice President of Academic Affairs is final except when revocation of a degree is recommended by the Academic Integrity Committee. Revocation of a degree requires approval of Connors State College President, A&M Board of Regents, and Oklahoma State Regents for Higher Education.

4.0 Composition of the Academic Integrity Committee

1. The Academic Integrity Committee is an ad hoc committee appointed by the Vice President of Academic Affairs and should consist of no fewer than one member of Academic Council, one staff member, and one member of the student body. The member representing Academic Council should not be from the same division as the instructor and will serve as the Committee's chairperson. All members of the Committee are strongly encouraged to complete training on academic integrity when available.

5.0 Academic Integrity Guidelines

1. Connors State College's Academic Integrity policy identifies some behaviors that violate the fundamental values of academic integrity. These behaviors are described below:
 - a. **Unauthorized Collaboration:** Completing an assignment or examination with other students, turning in work that is identical or very similar to others' work, or receiving help on assignments without permission of the instructor. This may also include excessively relying upon and borrowing the ideas and work of others in a group effort.
 - b. **Unauthorized Artificial Intelligence Usage:** Completing or editing assignments including discussion posts, essay questions on exams, and/or papers using artificial intelligence or large language model applications including but not limited to ChatGPT, Gemini, or Grammarly without permission of the instructor.
 - c. **Plagiarism:** Presenting the written, published, or creative work of another as the student's own work. Whenever the student uses wording, arguments, data, design, etc., belonging to someone else in a paper, report, oral presentation, or other assignment, the student must make this fact explicitly clear by correctly citing the appropriate references or sources. The student must fully indicate the extent to which any part or parts of the project are attributed to others. The student must also provide citations for paraphrased materials. The following are examples of plagiarism:

- i. Copying another student's assignment, computer program or examination with or without permission from the author.
 - ii. Copying another student's computer program and changing only minor items such as logic, variable names, or labels.
 - iii. Copying or paraphrasing material from an Internet or written source without proper citation.
 - iv. Copying words and then changing them a little, even if the student gives the source.
 - v. Verbatim copying without using quotation marks, even if the source is cited.
 - vi. Expressing in the student's own words someone else's ideas without giving proper credit.
 - vii. Turning in work including discussion posts done by someone else including work thoroughly generated or edited by Artificial Intelligence.
 - d. Multiple Submissions: Submitting substantial portions of the same academic work for credit to more than one class (or to the same class if the student repeats a course) without permission of the instructors.
 - e. Cheating on Examinations: Gathering unauthorized information before or during an examination from others, using notes or other unapproved aids during an examination, failing to observe the rules governing the conduct of examinations (for example, continuing to work on an examination after time is called at the end of an examination), or having another student take an examination for the student.
 - f. Fabricating Information: Making up references for a bibliography, falsifying laboratory, or research data (for example, tampering with experimental data to obtain "desired" results or creating results for experiments that were not done), or using a false excuse for an absence or an extension on a due date.
 - g. Helping Another Person Cheat: Providing information about an examination to another student (for example, sending an electronic message with answers during an examination), giving unauthorized help on assignments, or failing to prevent misuse of work by others (for example, allowing another student to copy an examination, assignment, or computer program). A student must take reasonable care that examination answers are not seen by others or that term papers or projects are not plagiarized or otherwise misused by others. This category also includes taking an examination on behalf of another student.
 - h. Unauthorized Advance Access to Examinations: Obtaining an advance copy of an examination without the instructor's permission or getting questions and answers from someone who took the examination earlier.
 - i. Altering or Destroying the Work of Others: Changing or damaging computer files, papers or other academic products that belong to others.
 - j. Altering Academic Records: Altering graded papers, computer materials/records, course withdrawal slips, or academic documents. This includes forging an instructor or advisor signature and altering transcripts.
2. The list above is not a comprehensive list and instructors may identify other behaviors that may violate academic integrity.
3. Students have the following rights during the Academic Integrity hearing:
 - a. A copy of the Academic Integrity forms.
 - b. The right to request to appear at the hearing to present his/her case. Once requested, the hearing date and time will be sent to the student's College e-mail address. Either party may elect not to appear; in this instance, the hearing shall be held in his/her absence. Failure to appear must be noted without prejudice.
 - c. The right to meet with the hearing Committee at the same time, so no further allegations can be made against the student without the student's knowledge or against the instructor without the instructor's knowledge.
 - d. The right to be accompanied by one person (colleague or friend); however, this person may not address the hearing Committee.
 - e. The right to call witnesses to assist in establishing facts of the case.
 - f. The right to ask questions.
 - g. The right to an explanation of the reasons for any decision rendered.
 - h. The right to be free from retaliation by the instructor.

- i. The assurance that all personally identifiable information about alleged violations of academic integrity will be confidential under provisions of the Family Educational Rights and Privacy Act (FERPA) and will not be disclosed except as permitted by FERPA or with written permission of the student.
4. The Academic Integrity Committee determines if A) the student committed an act that violates academic integrity and B) the sanction is appropriate. The following guidelines have been developed for the Committee to use when examining an alleged academic integrity violation:
 - a. The Committee will review the course syllabus statements about academic integrity.
 - b. The Committee will determine if the instructor clearly communicated the parameters of the assignment to the students.
 - c. If more than one student was involved in the alleged violation, the Committee will consider if the students were sanctioned fairly or if one student was singled out for arbitrary or discriminatory treatment.
 - d. If the student has more than one alleged violation, the Committee will consider when the violations occurred.
 - e. The Committee will not consider issues related to the quality of instruction or the academic soundness of the instructor's teaching methods.

6.0 Procedures for Degree Revocation

1. The procedures for Degree Revocation will follow the similar procedures as other academic integrity violations; however, if the Academic Integrity Committee makes the recommendation to revoke a degree, the Vice President for Academic Affairs must review a report of the Committee's findings.
2. Upon review of the Committee's findings, if the Vice President of Academic Affairs supports the recommendation for degree revocation, he or she will submit a letter to the President with a copy to the graduate. If the Vice President of Academic Affairs does not support the recommendation for degree revocation, the graduate will be notified in writing and the case will be considered closed with the graduate held harmless against further allegations warranting degree revocation.
3. The President will review the written statements of the graduate and recommendations of the Vice President of Academic Affairs, and the Academic Integrity Committee. If the President supports the recommendation for degree revocation, he or she will submit a letter to the OSU/A&M Board of Regents with a copy to the graduate. If the President does not support the recommendation for degree revocation, he or she will notify the graduate in writing and the case will be considered closed with the graduate held harmless against further allegations warranting degree revocation.
4. The OSU/A&M Board of Regents will review the recommendation of the President. If the OSU/A&M Board of Regents supports the recommendation for degree revocation, the President will submit a letter to the Oklahoma State Regents for Higher Education (OSRHE) with a copy to the graduate. If the OSU/A&M Board of Regents does not support the recommendation for degree revocation, the President will notify the graduate in writing and the case will be considered closed with the graduate held harmless against further allegations warranting degree revocation.
5. OSRHE will review the recommendation of the President and the OSU/A&M Board of Regents. The Chancellor will notify the President of the OSRHE decision. The President will provide a copy of the OSRHE decision to the graduate in writing. If the OSRHE does not support the recommendation for degree revocation, the President will notify the graduate in writing and the case will be considered closed with the graduate held harmless against further allegations warranting degree revocation.
6. If the degree revocation is approved by OSRHE, the Registrar will remove the degree designation from the transcript, assign F! grades for applicable courses, and send copies of the revised transcript to all individuals who have previously received official copies of the transcript. The Registrar will request that the graduate return the diploma.

7.0 Academic Integrity Flowchart

