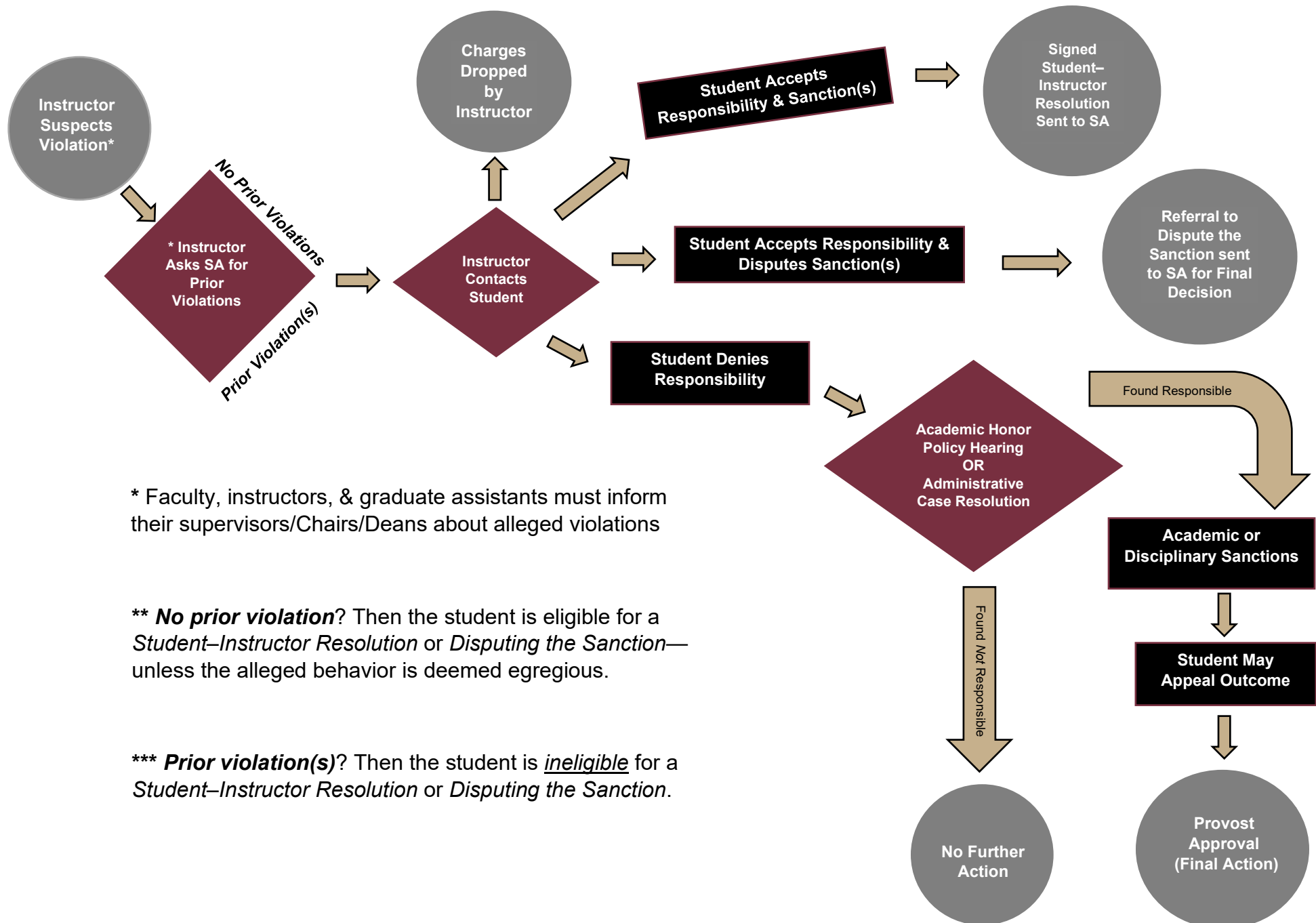


FSU Academic Honor Policy Flowchart



* Faculty, instructors, & graduate assistants must inform their supervisors/Chairs/Deans about alleged violations

** **No prior violation?** Then the student is eligible for a *Student-Instructor Resolution* or *Disputing the Sanction*— unless the alleged behavior is deemed egregious.

*** **Prior violation(s)?** Then the student is ineligible for a *Student-Instructor Resolution* or *Disputing the Sanction*.

Glossary of Terms

(Alphabetical Order)

- **Academic Honor Policy Hearing** – An educational, non-adversarial process in which the instructor of record and the alleged student present their perspectives of what may have occurred regarding an alleged violation(s); hearing panels normally include 2 faculty representatives and 2 student representatives; panelists make a “responsible” or “not responsible” decision based on a preponderance–of– the–evidence standard.
- **Administrative Case Resolution** – With an instructor’s permission, a student may have their case resolved via one–on–one meeting with an FDA administrator. The administrator will determine whether to find the student “responsible” for the alleged violation and what sanctions to impose.
- **Appeals** – A student may appeal the decision of an Academic Honor Policy hearing; the burden of proof is on the student to show that an error occurred during their Academic Honor Policy hearing.
- **Charges Dropped by Instructor** – The instructor may choose to not move forward with the allegations/charges of academic misconduct; this typically occurs after the student and instructor have discussed that there is a lack of evidence/misperception regarding the allegations.
- **Dispute the Sanction(s)** – A student may acknowledge having violated the Academic Honor Policy while disagreeing with the proposed sanctions outlined by the instructor.
- **Not Responsible** – A formal decision reached via an Academic Honor Policy resolution that declares the student to have more than likely not violated the Academic Honor Policy.
- **Office of Student Affairs (SA)** – The office responsible for facilitating Academic Honor Policy hearings and maintaining related records; also conducts academic integrity outreach presentations for students and faculty/staff.
- **Record** – Documentation noting that a student has a prior history of being found responsible for violating the Academic Honor Policy.
- **Responsible** – A formal decision reached via an Academic Honor Policy resolution that declares the student to have more than likely violated the Academic Honor Policy.
- **Student–Instructor Resolution** – A student may take responsibility for violating the Academic Honor Policy and accept the sanction proposed by the instructor.
- **Violation** – Any action or attempted action going against the behavioral expectations outlined in the Academic Honor Policy; ignorance of the Academic Honor Policy is not a valid reason for avoiding sanctions/consequences of unauthorized behavior.