

Misconduct Report Form

(Confidential)

Name **Student ID**
Unit **Location**
Task **Semester**
Details of Charge *Please attach a separate page if more space is needed*

Please provide documents to support this charge, including (but not limited to) Turnitin Reports, documents containing evidence, photographs, statements from other students, or other forms of material that may be regarded as evidence.

Reporter/s Details

Name **Signature**
Role **Date**

SEND TO - health.appeals@federation.edu.au or IISS.Appeals@federation.edu.au or educationarts.appeals@federation.edu.au

Admin Use Only

Is the Student International? Yes No Does the student have a LAP? Yes No

Charge Type **Severity Level**

Integrity Breach History Checked with Central Records / Institute	Number of Previous UPHELD Charges
<input type="checkbox"/> Yes <input type="checkbox"/> No	
Any charges this SAME semester (provide details)	
Does This Require Escalation to Student Misconduct Committee (for third or subsequent breaches and/or breaches that carry a potential exclusion penalty)?	
	<input type="checkbox"/> Yes <input type="checkbox"/> No

Appeal Received?	<input type="checkbox"/> Yes <input type="checkbox"/> No	Hearing date
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	Charge Upheld	Charge Not Proven
Outcome Processing	Penalty Recorded in fdlgrades Outcome letter Sent File sent to Central Records	Outcome letter sent Archive file for designated time

Central Records Information	Please record misconduct as:	<input type="checkbox"/> First incident of misconduct <input type="checkbox"/> Second incident of misconduct <input type="checkbox"/> Third incident of misconduct
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Misconduct Outcome

Name	Student ID
Unit	Location
Task	Semester

Below to be completed by the Executive Dean, Academic Integrity Officer or Nominee

Charge of Misconduct Not Proven

Charge of Misconduct Upheld

Penalty (Only required if Charge Upheld) 

- Zero Marks for assessment
- FAIL Unit
- Resubmit –provide details below
- Partial Marks –provide details below

- Behavioural Agreement - provide details
- FAIL Unit and Exclusion from Course
- Without Assessment Penalty
- Refer to Student Misconduct Committee
- Other - Provide details

Comments and justification for outcome

Education Provided (details)

Executive Dean / Academic Integrity Officer / Nominee

Name Signature

Date

Curriculum Support Officer / Administrative Nominee

Name Signature

Date