STUDENT JUDICIAL AFFAIRS

- Location: **Kendall Hall, Room 110**
  Office of the Vice President for Student Affairs

- Phone: 530-898-6897

- Website: [www.csuchico.edu/sjd/](http://www.csuchico.edu/sjd/)

- E-Mail: sjd@csuchico.edu
• Report significant instances of suspected academic dishonesty to the Office of Student Judicial Affairs. Consistent reporting by faculty to this central office is essential for fair and impartial administration of student discipline campus wide.

• Impose appropriate academic sanctions for violations, which may range from assigning a zero or “f” grade on an assignment to an “F” in the course. Other administrative sanctions may be imposed by the Office of Student Judicial Affairs.

Form for reporting violations of academic integrity is available online at:
http://www.csuchico.edu/sjd/_assets/docs/forms/academicIR.pdf
If You Have Evidence of Plagiarism or Cheating

- If comfortable doing so, confront the student(s) with the evidence and inform him/her that you will be referring the case to Student Judicial Affairs.

- Give SJA copies of the evidence, copy of the portion of the syllabus that addresses academic dishonesty, and a synopsis of the incident.
- SJA will meet with the student(s) and, if appropriate, impose a disciplinary sanction.

- Faculty are responsible for assigning the final grade for the student(s) which can become part of the discipline sanction.
Advantages of Referral

- Sends a clear message that academic dishonesty will not be tolerated
- Discourages "serial cheaters"
- Eliminates the risk of a grievance situation over a grade
- Allows the discipline process to also be a learning process
- Helps achieve a campuswide uniform standard of academic behavior