Informal Resolution

STEP 1: Notification
Instructor notifies student of allegation in person or in writing within five (5) school days.

STEP 2: Meeting
Instructor and student meet in a private conference within five (5) school days after notification.

STEP 3: Admission of Violation
If student admits and accepts consequences, written notification is sent to Associate Provost’s Office.

Formal Resolution

STEP 4: Denial of Violation
If student denies allegation or disagrees with consequences, instructor notifies student in writing within five (5) school days that instructor is proceeding with formal resolution process.

STEP 5: Hearing
Formal hearing with SAEC facilitated by Associate Provost.

*Students are not allowed to withdraw from the course until the issue has been resolved.

Full Academic Ethics Policy can be found at: www.bsu.edu/studentrights/policiesandprocedures/studentcode/viiethicspolicy

Direct any questions about the process to the Office of the Associate Provost at 765-285-3717