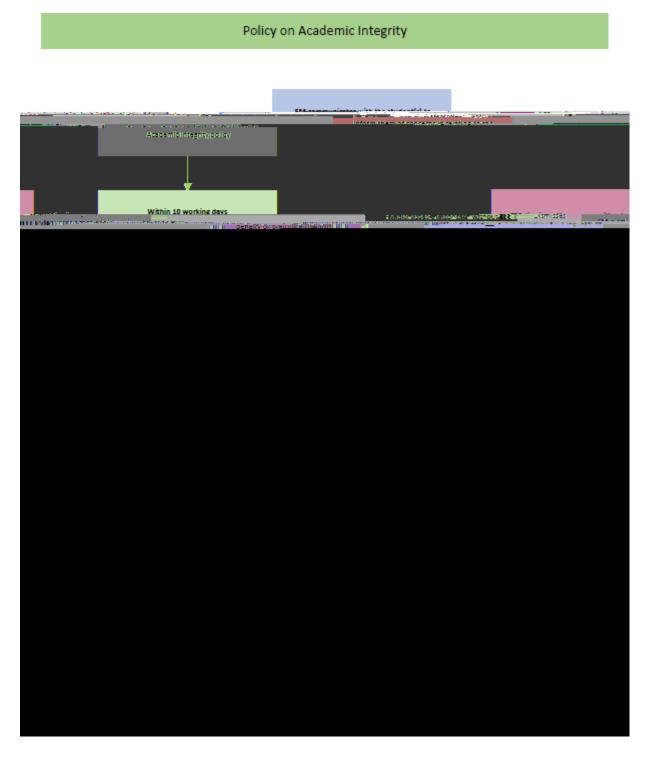
PROCESS	DATE OF PREVIOUS VERSION:	REVISED:
REVISIONS:	Replaces SOP-067 Version #3	2021/04/19 (yyyy/mm/dd)
PURPOSE:	To outline the protocol for violation of the Academic Integrity policy.	POST TO:

SCOPE (Applies To):	ACADEMIC STUDENTS		
	FACULTY MEMBERS		
	RESPONSIBLE ADMINISTRATORS (i.e., Deans / Associate Deans /	/ Directors)	
	REGISTRAR'S OFFICE		
	STAFF MEMBERS		
	PRESIDENT		
	VICE-PRESIDENT, ACADEMIC & PROVOST		
	DOUGLAS COLLEGE STUDENT UNION OMBUDSPERSON		
	STUDENT AFFAIRS & SERVICES (i.e., COUNSELLING SERVICES, INDIGENOUS		
	STUDENT SERVICES, ACCESSIBILITY SERVICES, LEARNING RESOU	RCES)	
STATUS:	AUTHOR: Standing Committee on Educational Policies	CREATED:	
FINAL	CONTACT INFORMATION: EDUCATION COUNCIL CHAIR, 604-527-5384	2019/11/12 (yyyy/mm/dd) APPROVED: 2020/02/24	

STEPS:



STEPS: (cont.)

- 4. Where the student has admitted to a breach of the standards of academic integrity or where, despite the student's reported denial of responsibility, the Responsible Administrator agrees with the faculty member that there is evidence of such a breach, the Responsible Administrator may proceed to assigning a penalty without meeting with the student. (See Penalties for Violations of the Academic Integrity Policy). And Note: the Responsible Administrator should proceed directly to step 8, below.)
- 5. In the absence of an admission by the student and where the Responsible Administrator believes that further investigation is warranted, they will contact the student in writing within ten (10) working days to arrange to meet to review the evidence with and hear from the student. The Responsible Administrator will advise the student that they are entitled to invite a Support Person to attend. Choice of Support Person is restricted to one of the following persons in the Douglas College community, owing to their knowledge of College policy and procedures and to their familiarity with students' interests: a Counsellor, an Accessibility Specialist from Accessibility Services, the DSU Ombudsperson, or the Indigenous Student Coordinator.
- 6. Following the meeting with the student, the Responsible Administrator may seek for any seek f