Waiver of Departmental Hearing

Within 5 class days of discovering or receiving a report of alleged cheating, Instructor notifies DHO in writing. DHO consults with Provost Office about prior violations to determine if student eligible for waiver of departmental hearing.

*Students with prior violations may not be offered option to waive Departmental Hearing.

*Under agreement by all parties, timeline may be adjusted when classes are not in session.

*Sanctions involving disciplinary probation or requiring a college level hearing may not be used.

*Students may not receive a W for courses in which they have been found in violation of the policy.

Waiver of Departmental Hearing an option?

Yes

Within 5 class days, DHO informs student of allegation and offers option of waiver of hearing

Student accepts the waiver?

No

If student/instructor or DHO opt for Departmental Hearing or if student fails to respond within 10 class days, proceed with scheduling of Departmental Hearing within 5 class days.

See Departmental Hearing Process

Yes

Within 10 class days, all parties sign waiver form. Sanctions, if any, are applied.

Process complete. All final outcomes notified to CHO and Provost Office.

Notice sent to Dean of student's college of record.
For graduate students, notice also sent to Dean of Graduate School.

* Following graduation, for cases resolved by waiver of department hearing, students may contact DHO/CHO to request their name be removed from academic honesty case lists maintained at the Department/College/Provost levels.

KEY
- DHO: Departmental Hearing Officer
- CHO: College Hearing Officer