



Edward Via College of
Osteopathic Medicine

VIRGINIA • CAROLINAS
AUBURN • LOUISIANA

Report of a Suspected Violation

1. ACCUSED:	4. DATE OF VIOLATION:
2. REPORTER:	5. DATE OF DISCOVERY:
3. SUSPECTED VIOLATION:	6. DATE OF SUBMISSION:

7. Statement of Accusation:

8. Additional Information Attached:

This information represents a truthful and accurate representation to the best of my knowledge. I understand and agree to abide by my rights and obligations as a reporter.

9. Signature of Reporter

Date

FOR OFFICE USE ONLY:

10. RECEIVED BY:		11. DATE RECEIVED: / /
12. ACCUSED ID#:	13. CASE NUMBER:	

Report of a Suspected Violation

Instructions for completing this form:

This form should be filled out by the member of the faculty or student body reporting the accusation. The Honor Code Council (HCC) does not investigate anonymous reports. Please print all information clearly on the front of this form. If available, attach any additional information as described below. Please remember this report must be submitted within two (2) weeks of the date of discovery. Once this form is received by the HCC, you will be contacted by e-mail with a confirmation of receipt and further information. Remember it is your right as a reporter to decline to speak about this issue outside the HCC. Retaliation is considered unethical behavior and grounds for additional HCC action. The HCC welcomes any additional questions, comments, or concerns. Thank you for your support of the Honor Code Council.

Information requested on this form:

1. Name(s) of the Accused – can be multiple names if multiple students are involved
2. Name of the Reporter – your name
3. Suspected Violation – specific violation you suspect
4. Date of Violation – the date on which the suspected violation occurred (or when the suspected assignment was turned in)
5. Date of Discovery – the date on which you first discovered (or suspected) a violation
6. Date of Submission – the date on which you submit this form
7. Statement of Accusation – Please provide a full explanation of the suspected violation and all circumstances surrounding it. You may attach extra pages if necessary. Please include (where applicable):
 - a. A description of the suspected violation
 - b. The name of the subject and assignment in question (i.e., for cheating)
 - c. The location where the suspected violation occurred (i.e., for unprofessional behavior)
 - d. Names of witnesses (if available)
 - e. Explanation of any other attached evidence
8. Additional Information Attached – Please list any attachments to this form (i.e., statements and evidence). Please include (where applicable):
 - a. Statements from witnesses
 - b. Copy of Honor Code statement in syllabus
 - c. The original copy of the assignment in question
 - d. The original or a copy of the suspected source
 - e. Random samples of the same assignment from other students in the class
 - f. Statistical analysis of multiple-choice answers (if available)
 - g. Seating arrangements (if available)
 - h. Any other evidence pertinent to the suspected violation
9. Signature of the Reporter and Date – Please review your rights and obligations as a reporter.

Office Use:

10. Received By – The name of the HCC member that receives this form
11. Date Received – The date on which the HCC receives this form
12. Student ID#(s) of the Accused – The HCC will look up and confirm the accused student ID#
13. Case Number – The case number assigned by the HCC