<table>
<thead>
<tr>
<th>Act of Academic Misconduct</th>
<th>Minimum penalty given by the Department Head (or designee)</th>
<th>Standard penalty given by Associate Dean of Science (as the Dean’s designee). Penalties may be increased or decreased based on aggravating or mitigating factors</th>
</tr>
</thead>
</table>
| First-time term work offenses or exam any of:  
  - Copying  
  - Inappropriate collaboration  
  - Plagiarism  
  - Inappropriate communication during a quiz, test, or midterm.  
  - Possession/Use of unapproved material on term work.  
  - Duplicate submission | Any of all:  
  - Grade of zero on term work investigation  
  - Academic misconduct notation made on student transcript.  
  - Academic misconduct notation made on student transcript.  
  - Penalty may include employment of the course greater than the value given to the term work question. | Any or all of:  
  - Health  
  - Academic misconduct notation made on student transcript.  
  - Suspension from all Faculty of Sciences courses for a minimum of one year |
| First-time coursework offenses or exam any of:  
  - Fabrication of data in a lab report, course work term report, project, or honors thesis  
  - Forging documents of any kind.  
  - Second-time term work offenses or exam any of:  
  - Copying  
  - Inappropriate collaboration  
  - Plagiarism  
  - Inappropriate communication during a quiz, test, or midterm.  
  - Possession/Use of unapproved material on term work. | Any or all of:  
  - Health  
  - Academic misconduct notation made on student transcript.  
  - Suspension from all Faculty of Sciences courses for a minimum of one year | Any or all of:  
  - Health  
  - Academic misconduct notation made on student transcript.  
  - Suspension from all Faculty of Sciences courses for a minimum of one year |
| Third-time term work offenses or exam any of:  
  - Copying  
  - Inappropriate collaboration  
  - Plagiarism  
  - Inappropriate communication during a quiz, test, or midterm.  
  - Possession/Use of unapproved material on term work.  
  - Second-time or subsequent offenses related to the final examination in any of:  
  - Copying  
  - Inappropriate communication during examination  
  - Not submitting a written exam paper | Any or all of:  
  - Health  
  - Academic misconduct notation made on student transcript.  
  - Suspension from all Faculty of Sciences courses for a minimum of one year | Any or all of:  
  - Health  
  - Academic misconduct notation made on student transcript.  
  - Suspension from all Faculty of Sciences courses for a minimum of one year |
| First-time coursework offenses or exam related to persuasion in any of:  
  - Participation in class or lab  
  - Assignment, lab report, quiz/half midterm, final examination | Any or all of:  
  - Reproved  
  - Other penalties under the authority of the Dean.  
  - Academic misconduct notation made on student transcript. | Any or all of:  
  - Reproved  
  - DISC notation on transcript.  
  - Academic misconduct notation made on student transcript.  
  - Suspension from all Faculty of Sciences courses for a minimum of one year |
| Non-academic misconduct: Inappropriate or disruptive behavior | Any or all of:  
  - Reproved  
  - Other penalties under the authority of the Dean.  | Any or all of:  
  - Reproved  
  - DISC notation on transcript.  
  - Academic misconduct notation made on student transcript.  
  - Suspension from all Faculty of Sciences courses for a minimum of one year |

**Notes:**  
1. Disciplinary actions are adapted from Table 3: Disciplinary Actions and Disciplinary Authority.  
2. **P** for P in the course with disciplinary action imposed due to academic misconduct.  
3. Penalties for Non-Social Sciences students found guilty of academic misconduct in Faculty of Science courses will be decided after consultation with the Registrar’s Office (e.g., penalties for an Engineering student taking an Mathematics course will be decided by the Department of Engineering or the Associate Dean of Science, with an opportunity for the Dean of Engineering to attend the hearing and recommend further penalties).  
4. An educational component to the disciplinary action will be implemented to avoid future acts of academic misconduct. Therefore, penalties may also be accompanied by other requirements to be met before permission will be given to the student to continue in the program. For example, an acceptable letter of apology, a properly written essay on a disciplinary or other topic, or attendance at specific workshops may be required before a suspension or penalty is lifted.