NOTICE TO STUDENT
1. This form serves as notice of an alleged violation of the Academic Honor Code.

2. If you choose not to sign this form, you have a right to a hearing before a Conduct Hearing Board (CHB) before any disciplinary penalty may be imposed for the alleged violation.

3. After notification of the alleged violation, you have three (3) calendar days to seek advice and decide whether to sign this form. You may discuss your decision with any person you choose.

4. If you choose not sign this form or ask for a hearing within three (3) calendar days, a hearing with the CHB will be scheduled. You will be notified of this hearing at least five (5) calendar days before it is scheduled via official UNCP email. Failure to appear at this hearing will be submitted as a plea of responsible for all violations.

**Please note 7.3.1 in The Student Handbook, Academic Honor Code for violations occurring during exam periods and summer sessions.**

5. If you choose to sign this form, you are admitting responsibility for the violation and accepting the penalty listed.

6. This form is kept on record for ten years (10) years. If you are found responsible for or admit to another Honor Code violation(s), this record may be used to help determine appropriate sanctions. This settlement form is not disclosed to prospective employers or to other schools to which you may apply unless you give consent to the Office of Student Conduct.

CHARGE OF ACADEMIC DISHONESTY

Instructor: I charge____________________________________, Student First and Last Name ___________________________ Student Banner ID Number ___________________________
with an Academic Honor Code violation, which occurred in my course, __________________________________________Course Name/Number ___________________________

PLEASE CHECK APPROPRIATE BOXES
☐ Online Course ☐ On Campus Course ☐ Undergraduate ☐ Graduate

During the_______ semester/session, 20_____. Please attach a detailed description and all evidence of the facts believed to constitute the violation; have student sign description. If student pleads responsible by signing this form, I will apply the following penalty only:

__________________________
Instructor Print Name

__________________________
Instructor Signature

Date

Time

Student: I have read this entire settlement form carefully and understand its significance. I accept responsibility for the outlined violation of the Academic Honor Code. I accept the penalty assigned, and understand that this agreement will be kept on file for ten years. I understand that further violations of the Academic Honor Code could result in disciplinary suspension/expulsion from the University of North Carolina at Pembroke.

__________________________
Student Print Name

__________________________
Student Signature

Date

Time