

## Cumberland University Academic Integrity Appeal Form

**NOTE: THIS APPEAL FORM MUST BE COMPLETED BY THE STUDENT ACTING ALONE AND MUST BE IN THE STUDENT'S OWN WORDS**

### Part 1. General Information

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

Advisor:  
\_\_\_\_\_

Course Name & Number (with section number):  
\_\_\_\_\_

Name of Course Instructor:  
\_\_\_\_\_

### Part 2. Grounds for Appeal

The grounds for appeal are limited to the following. Please read them carefully and check all that apply to your appeal:

- The faculty member has not sufficiently supported their decision based on the materials discussed during the initial academic integrity incident meeting(s).
  
- The sanction is not appropriate for the violation and/or is in conflict with course policies as stated in the syllabus.

### Part 3. Incident Description

Briefly describe the incident, the charge, and the sanction attach additional pages as needed.) You must write the incident description on your own and in your own words.

### Part 4. Statement of Appeal

On a separate sheet, please provide a statement of the grounds for your appeal, which at a minimum should contain a list of alleged errors in the faculty member's decision-making process and a statement as to why you believe the decision and/or sanction rendered are in error. Also, indicate what remedy you are requesting by filing this appeal. All documentation supporting your request should be attached to this appeal form.

### Part 5.: Instructions and Process

The completed and signed appeal form and all supporting documentation must be submitted to the Provost and Vice President of Academic Affairs no later than five business days after the date that the Academic Integrity Violation Report was signed or due to be signed by the student and instructor. (See instructions for the Academic Integrity Violation Form).

If you fail to submit the appeal by the deadline, the assessed sanction will go immediately into effect and no further appeals are permitted. If you agreed on the Academic Integrity Violation Report Form that you engaged in the academic integrity violation, you may appeal only the sanction.

The appeal will be logged and filed with the Academic Integrity Board (AIB) which will schedule a meeting with you and the faculty member to review the appeal and render a decision. The AIB's decision may affirm, reverse or modify the decision and/or sanction. In the AIB's sole discretion based upon the evidence, a modification may result in a lesser or more severe sanction. Please refer to Appendix A – Academic Integrity Sanctions Table for a description of the sanctions categories and possible sanctions.

**Part 6. Statement of Truth and Signature**

*I hereby promise and acknowledge that the information stated in this appeal document and all attached and related documentation submitted by me in support of this appeal are true and correct.*

---

Student Name (please print)

---

Student Signature

---

Date