Notification of Appeal of Alleged Academic Integrity Violation (AAVAI)

Instructions

STEP I: STUDENT INITIATION OF APPEAL

1. The **Student** completes all information in **Step I** of Form AAVAI.
2. The **Student** attaches a signed personal statement to Form AAVAI.
3. The **Student** retains a copy of Form AAVAI and all submitted documentation.
4. The **Student** files Form AAVAI with documentation at the Registrar’s Office.
5. The **Registrar** forwards Form AAVAI with documentation to the Dean of the College in which the appeal is being made.

STEP II: DEAN’S DETERMINATION

6. The **Dean of the College in which the appeal is being made** follows **Step II** as outlined in the USF Catalog under APPEAL PROCEDURE FOR ALLEGE...
NOTIFICATION OF APPEAL OF ALLEGED VIOLATION OF ACADEMIC INTEGRITY (AAVAI)
Complete this form and file it at the Registrar’s Office. The appeal procedure and submission dates may be found in the current catalog.

STEP I - Student Initiation of Appeal (To be completed by Student filing appeal)

Name __________________________________ USF Student ID or Soc Sec No ____________________
Street Address ______________________________________
City _______________________ State ________  Zip _______
Phone _____________________ USF Student E-mail address ___________________________________

College of Appeal
   [ ] Arts & Sciences  [ ] Business  [ ] Education  [ ] Nursing & Allied Health  [ ] Professional Studies
College of Student’s Major
   [ ] Arts & Sciences  [ ] Business  [ ] Education  [ ] Nursing & Allied Health  [ ] Professional Studies
Date Submitted ______________________

Student Statement: Attach a signed personal statement citing the sanction (censure, dismissal, etc) which you are appealing and explaining the incident or circumstances which resulted in its imposition along with rationale for reconsideration of the sanction.

STEP II - Dean’s Determination (To be completed by the Dean)

   [ ] Sanction Affirmed  [ ] Sanction Reversed

Dean’s Statement: State the conditions of Reversal OR comment on your Reaffirmation of the Sanction.
Attach any additional statement or materials.

Date ___________________________  Signature(s) ___________________________

STEP III – Student Appeals Subcommittee of Educational Standards Decision (To be completed by ESC Chair)

   [ ] Sanction Reaffirmed  [ ] Sanction Reversed

ESC Chair Statement: State any conditions of Reversal OR comment on the Subcommittee decision to Reaffirm the Sanction.

Date ___________________________  Signature_______________________________

(Form Dev – October 31, 2008)