

A student who is determined by a faculty member to have been academically dishonest (cheating, plagiarizing, falsification of information, helping other students to cheat, etc.) has the right to appeal a faculty member's decision. The appeal process is as follows:

- A. Within ten days during which classes are in session, excluding weekends and holidays, the student may appeal the faculty member's action by contacting the department chairperson who must respond in writing within ten days of the appeal having been submitted.

- B. If the student wishes to appeal the department chairperson's decision, s/he may make a final written appeal to the Vice President of Instructional Services, within ten days of receiving the chairperson's decision. The vice president's decision is final and will be mailed to the student within ten days.