

Integrity Institute Faculty Referral Form

The purpose of Tri-C's Integrity Institute is to reinforce acceptable ways to document research. Instructors who do not want a student's actions to result in a formal sanction by the Office of Student Affairs may refer the student to the Integrity Institute instead. However, instructors are encouraged to fill out an "information only" Student Concern Report when referring students to the Integrity Institute. Information only reports do not result in sanctions or any other actions against the student.

Upon completion of a session with the Institute, the instructor may choose to mitigate the original penalty for the plagiarized assignment. For example, if the student was given a failing grade for the assignment, the student could be offered the chance to revise the assignment for a grade after completing the Integrity Institute module. Such decisions are the sole discretion of the course instructor.

Student Information

Name:

S#:

Email:

Phone:

Course Information

Instructor Name:

Course Name/Number:

Term:

Campus:

Type of Plagiarism (Check all that apply.)

- Copy-Paste
- Paraphrasing Mishaps (too close to original text)
- Insufficient Citation
- Unauthorized Use of AI (includes Chat GPT and Quillbot)
- Unauthorized Collaboration with Classmates

Attach Assignment Sheet and Student Work

Integrity Institute
(to be completed by the Institute Consultant)

Consultant Name:

The following tasks will be completed during the student's session with the Integrity Institute:

| TRAINING | DATE COMPLETED |
|-----------------------------------------------------------------------------------------------|-----------------------|
| Review of Relevant Policies on Plagiarism | |
| Plagiarism Case Study Analysis | |
| Review of Assignment Containing Plagiarism | |
| Apply the strategies and techniques learned to begin a revision of the plagiarized assignment | |

Result:

† Student Successfully Completed all necessary Elements of Integrity Institute.

† Student has NOT Completed all necessary Elements of Integrity Institute.

(Integrity Institute Instructor)

(Integrity Institute Instructor Signature)

(Date)