

**FORM A – Instructor Allegation of Academic Offence**

This form may be used to report any alleged academic offence. Please refer to the [Dalhousie University Faculty Discipline Procedures Concerning Allegations of Academic Offences](#).

Name of **instructor** submitting the allegation: \_\_\_\_\_

Department: \_\_\_\_\_ Email address: \_\_\_\_\_

Class code and name: \_\_\_\_\_

Name and email address of instructor authorized to submit grades to the Registrar, if  
different from above: \_\_\_\_\_

**Student** name: \_\_\_\_\_ Banner ID: \_\_\_\_\_

Date I became aware of the alleged academic offence: \_\_\_\_\_

Is this a *common allegation*?                      YES                      NO  
(A *common allegation* is a case involving 2 or more students facing allegations arising from the same fact situation.)

If yes, how many students are known to be involved? \_\_\_\_\_  
(Please note: In the case of a *common allegation*, please endeavour to submit allegations and supporting documents against all students in the group at the same time.)

Date allegation and supporting documents submitted to Academic Integrity Officer: \_\_\_\_\_

Please describe the incident below or attach a memo. **Please attach the original piece of work** in which the offence occurred, **the class syllabus, and any supporting material**. If there are comparisons to be noted between documents (e.g., sections of a paper assignment and *Urkund* results), instructors are asked to clearly mark relevant sections in ink or **highlighter**.

Instructor's signature: \_\_\_\_\_ Date: \_\_\_\_\_

- While the use of this Form is optional, the details and information outlined in this Form are required.
- Please submit completed form and supporting materials by email to the primary contact for academic integrity concerns, [Faculty of Arts and Social Sciences](#), at [fassaio@dal.ca](mailto:fassaio@dal.ca)