Instructor reports potential misconduct to Office of Asst. Dean (OAD) (lsajudicial@umich.edu) and informs student. Student may not drop the course or change course registration.

OAD investigates incident by meeting with student; Honor Council representative may attend.

OAD makes determination of responsibility and student is notified of outcome, with a cc to the instructor.

Responsible: student issued college sanction; instructor determines appropriate course sanction.

Not responsible: student receives neither college nor course sanction.

Instructor assigns final grade.

Office of Assistant Dean Resolution
In most cases, we ask that instructors report academic judiciary matters to the Office of the Assistant Dean for adjudication. This allows for the most consistent and impartial resolution of cases within the college. Most cases are resolved within two weeks, and in the case of a finding of academic misconduct, instructors will determine the appropriate grade sanction.

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Instructor Resolution
An instructor may wish to resolve a basic case of misconduct at the classroom level, however, the Office of Assistant Dean would prefer to handle complex or egregious cases of suspected misconduct. Instructor resolution may only be done if the student has accepted responsibility and also accepts the consequence for the incident. We request that a summary be reported to the Office of the Assistant Dean for record-keeping and follow-up correspondence.