Report on the Findings of a Possible Departure from Academic Integrity (DFAI)

Faculty of Engineering & Applied Science
Student Services Office

Please print NEATLY. Please ensure that ALL sections of the form are completed.

	Student Surname:	Student Given Name:	Student Number:
	Course Name and Number	Instructor:	Date:

Summary of the findings of the investigation of the possible Departure from Academic Integrity (DFAI) (Instructor to complete)

Sanction(s) applied:

Your Right to Appeal
Students have the right to appeal a decision of the instructor. Please refer to the DFAI guidelines, section 3 for this process. Students wishing to appeal should apply in writing to the Chair of the Operations Committee, Faculty of Engineering and Applied Science within 10 working days of receiving this form.

Student's right to representation and advice
Students who wish to obtain further advice about the investigation may contact Mr. Harry Smith, University Ombudsman. He can be contacted at (613) 533-6495 or by email at ombuds@queensu.ca

Record keeping
In the event that NO Departure from Academic Integrity is found, this form will be forwarded only to you (the student). If you have been found guilty of a Departure from Academic Integrity, then this form will be sent to the Associate Dean (Academic) who will include it in your Academic File in the Office of the Faculty of Engineering and Applied Science.