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

Faculty of Engineering & Applied Science
Student Services Office

Queen's University

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:

Findings of an investigation for a DFAI

Sanction(s) applied:

Your Right to Appeal
Students have the right to appeal a decision of the instructor within 10 days of receiving this report. These appeals will be conducted by the Operations Committee in the Faculty of Engineering and Applied Science, provided the student is registered in the Faculty of Engineering and Applied Science.

For information about student rights and responsibilities and guidance on policy and procedure you can visit the Office of the University Ombudsperson website at https://www.queensu.ca/ombuds/academic-integrity

Record keeping
Unless stated otherwise in the letter detailing your sanction, or unless you are required to withdraw, it is not the usual practice of the Faculty to include any notation regarding the academic integrity findings in your transcript. If this was the first time that you received a finding, this report will be included in a separate section of your student file. The only time this section will be accessed is in the event there is a further academic integrity finding, in which case your prior notation will be considered in determining the appropriate sanction.

Any such subsequent finding will be placed in your main student file. The main part of your student file is also confidential, but will be used for the purposes of academic advising and may be referred to in the event of additional academic integrity findings. In rare cases, some institutions (such as American Law Schools, Medical Schools and Police Academies) request references from the Associate Dean (Academic) and the materials in the main part of your file are consulted to answer specific questions about your academic history.