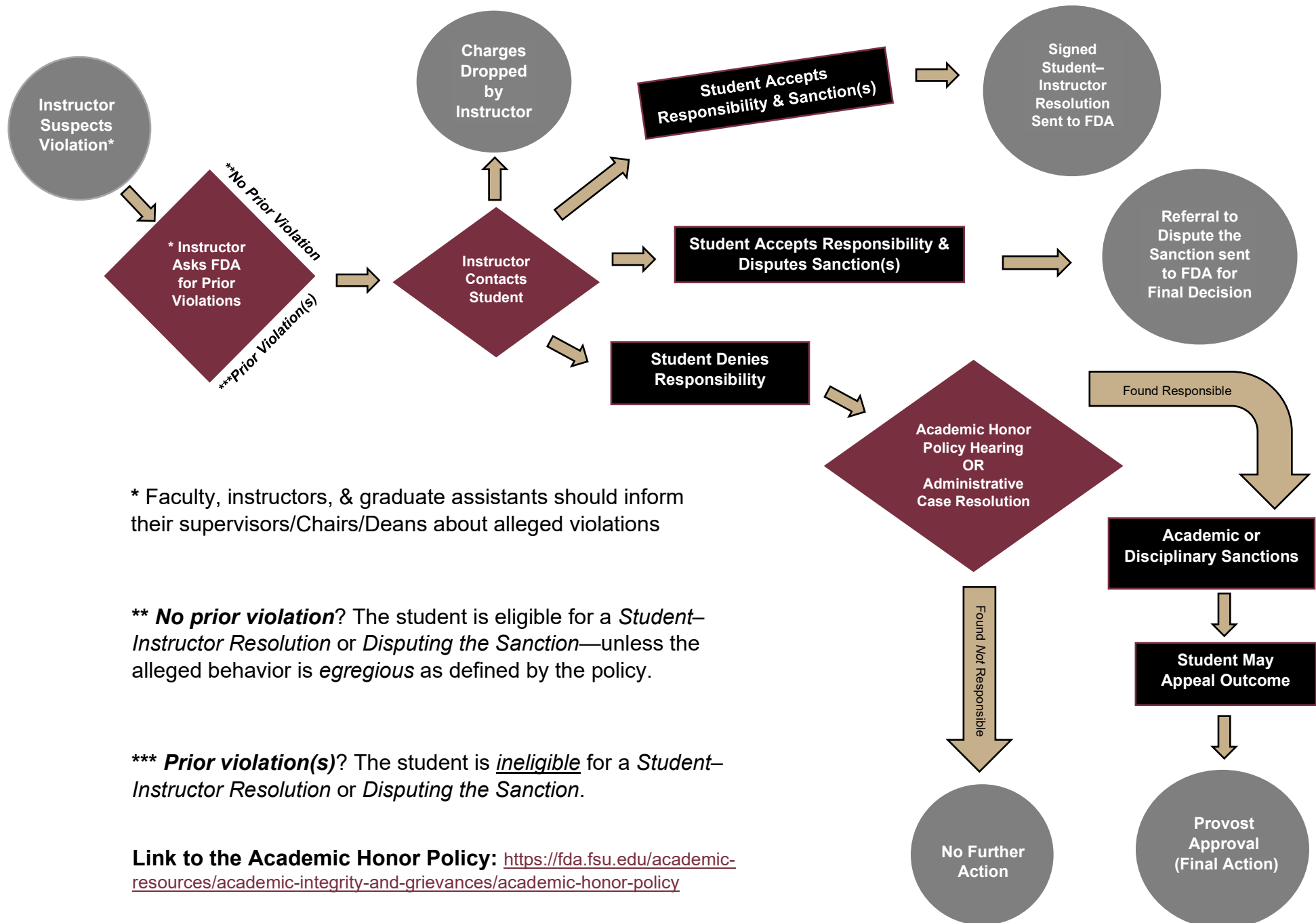


FSU Academic Honor Policy Flowchart



Glossary of Terms

(Alphabetical Order)

- **Academic Honor Policy Hearing** – An educational, non–adversarial process in which the instructor of record and the alleged student present their perspectives of what may have occurred regarding an alleged violation(s); hearing panels normally include 2 faculty representatives and 2 student representatives; panelists make a *responsible* or *not responsible* decision based on a preponderance–of–the–evidence standard.
- **Administrative Case Resolution** – With an instructor’s permission, a student may have their case resolved via one–on–one meeting with an FDA administrator. The administrator will determine whether to find the student *responsible* for the alleged violation and what sanctions to impose.
- **Appeals** – A student may appeal the decision of an Academic Honor Policy hearing; the burden of proof is on the student to show that an error occurred during their Academic Honor Policy hearing.
- **Charges Dropped by Instructor** – The instructor may choose to not move forward with the allegations/charges of academic misconduct; this typically occurs after the student and instructor have discussed that there is a lack of evidence or misperception regarding the allegations.
- **Dispute the Sanction(s)** – A student may acknowledge that they violated the Academic Honor Policy while disagreeing with the proposed sanctions outlined by the instructor.
- **Not Responsible** – A formal decision reached via an Academic Honor Policy resolution that declares the student to have violated the Academic Honor Policy.
- **Office of the Vice President for Faculty Development & Advancement (FDA)** – The office responsible for facilitating Academic Honor Policy hearings and maintaining related records; also conducts academic integrity outreach presentations for students and faculty/staff.
- **Record** – Documentation noting that a student has a prior history of violating the Academic Honor Policy.
- **Responsible** – A formal decision reached via an Academic Honor Policy resolution that declares the student to have violated the Academic Honor Policy.
- **Student–Instructor Resolution** – A student may take responsibility for violating the Academic Honor Policy and accept the sanction proposed by the instructor.
- **Violation** – Any action or attempted action going against the behavioral expectations outlined in the Academic Honor Policy; ignorance of the Academic Honor Policy is not a valid reason for avoiding sanctions/consequences of unauthorized behavior.