



Academic Misconduct – What To Expect

Academic integrity means to be honest in your academic work. A misconduct occurs when a student is found to have possibly acted in a way that created an unfair academic advantage.

I've been called to a hearing. What can I expect?

A hearing is an opportunity for a student to present their account of what led to the allegation. The hearing consists of the Academic Chair (or designate), the student, and the instructor/invigilator (if their schedule allows).

How do I prepare my case?

A professional and rational approach is important. If you are actually at fault, it is best to accept responsibility for your mistake. Express your regret, demonstrate you recognize exactly what went wrong and that you have learned something. Everyone makes mistakes in life, and that's okay. If you are responding to a charge you believe is wrong, be ready to provide all possible information to support your position.

What results can I expect?

The evidence presented from the student and instructor is reviewed. What is most likely to have happened is determined based on the balance of probability. A decision can result in one of two outcomes-- the student is determined to be: a) responsible, or b) not responsible. If the Academic Chair determines that academic misconduct occurred, the student will be informed of the decision in writing.

What are the consequences of academic misconduct?

FIRST OFFENCE

- A grade of zero on the assignment or evaluation in which the academic misconduct occurred, and;
- A letter of offence placed in the student's record for seven years. The letter does not show up on a student's

transcript, nor does it affect a student's future employability. After seven years, the letter will be removed completely from the student's record.

SECOND OFFENCE

- A grade of F in the course, and;
- Suspension from SAIT for one full calendar year (365 days), and;
- A letter of offence placed in the student's record for seven years, and;
- Suspension is recorded on the student's transcript for seven years. After seven years, the letter and note of

suspension will be removed completely from the student's record.

THIRD OFFENCE

- A grade of F in the course, and;
- Permanent expulsion, and;
- Expulsion is recorded on the student's record and transcript permanently.

International students should be aware that some consequences of academic misconduct may have implications for their ability to study at SAIT and/or to remain in Canada.

International students are advised to contact the International Centre or the Office of the Registrar for further information.

For more information, please refer to the following SAIT Policy & Procedures:

AC 3.4.1 – Student Code of Conduct Procedures

AC 3.4.1 Schedule A – Academic Misconduct Procedures