



Laredo College
Office of the Associate Dean of Students/Title IX Coordinator

Student Code of Conduct Violations Reporting Form

This form is used for reporting Student Code of Conduct violations to the Office of the Associate Dean of Students. Please complete this form with as much detail as possible. Attach a brief description of the facts and any supporting documentation (evidence) alleged to constitute the violation including any video links with detailed description including time stamps of the incident(s). Once the Associate Dean of Students/Title IX Coordinator has reviewed the case, you will get a call/email with determination of validity of case and/or any further action/recommendations.

Student's Name: _____ PID: _____

Please indicate type of violation: ___ Scholastic Dishonesty ___ Behavior ___ Other

Is this the first incident with student: ___ Yes ___ No

If no, please provide all documentation between you and the student regarding first incident.

Describe incident below or attach memo and attach additional documentation as needed.

This violation occurred on (date): _____

In (course & section): _____

Course Instructor's Contact Information:

Printed Name: _____

Email: _____

Phone/Ext: _____

Day(s) & Time(s) available for meeting(s): _____

Course Instructor's Signature: _____ Date: _____

Note: Faculty will be asked to take part in the student disciplinary hearing.