



XF PETITION STUDENT HONOR COUNCIL

Petition to Replace the Grade of "XF" with an "F"

Name: _____ SID: _____

Local Address: _____

Phone: _____ Email : _____

Permanent Address: _____

Course for which petition is being submitted: _____

Year and Semester class was taken: _____

Date Academic Integrity Seminar Completion: _____

Date of Hearing/Informal Resolution: _____

PETITION REQUIREMENTS

As per section 29 of the *Code of Academic Integrity*:

The student may file a written petition to the Student Honor Council to have the grade of "XF" removed and permanently replaced with a grade of "F." The decision to remove the grade of "XF" and replaced with an "F" shall rest in the discretion and judgment of a majority of a quorum of the Council, provided that:

- a) At the time the petition is received, at least 12 months (or the sanctioned time period) shall have elapsed since the grade of "XF" was imposed;
- b) At the time the petition is received, the student shall have successfully completed the non-credit, Academic Integrity seminar, administered by the Office of Student Conduct;
- c) The Office of Student Conduct certifies that to the best of its knowledge the student has not been found responsible for any other act of academic dishonesty or similar disciplinary offence at the University of Maryland or another institution.

If you are petitioning and have not fulfilled all of these conditions, please explain your reasoning along with the questions provided.

INSTRUCTIONS

Please answer each of the following questions. Each question should be answered concisely and thoroughly with well thought answers. All responses must be your own work and must be typed on a separate sheet of paper and attached to this petition form. Your petition will not be considered if this form is not signed and dated. This petition will become part of your permanent disciplinary file.

GUIDELINES

- 1) If your XF petition is denied, you must wait at least 12 months before you resubmit it.
- 2) Please note that proper use of grammar and language will be an important consideration when evaluating your petition. You are encouraged to utilize the Writing Center in writing the response to the petition.
- 3) Please submit your final answers from the Academic Integrity Seminar.
- 4) The minimum length for each question to be answered is one page double spaced, 12 point font, Times New Roman, 1 inch margins on all sides. Please do not repeat the question at the top of the answer page.

QUESTIONS

Please use examples from the Academic Integrity seminar and/or your own life experience to answer the questions, if appropriate.

- 1) What was your motivation for committing the act of academic dishonesty and how would you react now if faced with the same stimulus?
- 2) What changes have you made in your own code of ethics as a result of this experience? How do you think these changes qualify you for XF removal?
- 3) After attending the Academic Integrity Seminar, what have you learned about yourself, your behavior, and the importance of ethical standards to the university?
- 4) In your future personal and professional life, how will ethics as well as a sense of integrity be important?

Note: The petition may be returned to the petitioner by the committee. If the petition is returned, the committee will provide reasoning why and offer the petitioner another opportunity to resubmit the petition. In accordance with section 30 of the Code of Academic Integrity the Honor Council can refuse to reconsider a denied petition for up to four years. If a petition is denied, the petitioner can appeal the decision to the Vice President of Student Affairs.

The committee meets at minimum once per month during the months of September, October, November, February, March, April, and May. Petitions received in months other than those listed will be held until the next month.

You will be informed of the outcome of your petition in writing. If you have any questions while completing the petition please contact the Office of Student Conduct at 301/314-8204 or the Student Honor Council at honorcouncil@umd.edu.

**This form, along with the answers to the questions, must be returned to:
Office of Student Conduct
2118 Mitchell Building, University of Maryland
College Park, MD 20742**

I certify that the responses I have provided in this petition are my own work. I understand that if I have provided false information in this petition I can be charged with further disciplinary action.

Signature: _____

Date: _____