# **Reporting Student Conduct Violations**

In emergency situations, when there are immediate concerns about the safety or health of a student or others, call **9-1-1** for immediate assistance and follow up by submitting a report.

In non- emergency situations, please consult with your program director, or the Office of Student Conduct prior to submitting a report if you have any concerns or uncertainties.

Any person with knowledge may submit a written report to the Office of Student Conduct and Conflict Resolution

## How to Report a Conduct Issue

### 1. Submit an online report

Use FAMU's Student Conduct Incident Report
<a href="https://cm.maxient.com/reportingform.php?FloridaAMUniv">https://cm.maxient.com/reportingform.php?FloridaAMUniv</a>
Click the link above and fill out with as much detail as possible.

#### 2. Email the Office of Student Conduct and Conflict Resolution

Email: studentconduct@famu.edu

Include: your name, contact info, detailed description of incident, and any evidence.

### 3. Visit the office of Student Conduct and Conflict Resolution

Location: CASS Building | Suite 307 Hours: Monday-Friday, 8:00 AM – 5:00 PM

Phone: 850-599-3451

#### After submission:

- 1. The report is reviewed by Student Conduct staff.
- 2. An investigation may be initiated.
- 3. If warranted, a conduct hearing is scheduled.
- 4. Appropriate sanctions or resolutions are implemented.

### **Examples of Violations:**

- Academic Dishonesty (cheating, plagiarism)
- Disruptive or Disorderly Behavior
- Harassment
- Alcohol/Drug Violations
- Property Damage or Theft
- Providing False Information and/or Falsification of University Records

