



**Incident Report Form
Student Code of Conduct
Non-Academic**

Name of person reporting non-academic misconduct:

Specify: faculty member/instructor staff
 student other – specify:

Contact Information:

Name of student alleged to have engaged in an act of misconduct:

Student ID number, if known:

Date of the alleged misconduct:

You may use additional pages to document any of the following information.

Setting in which the alleged misconduct is to have occurred (*i.e.* classroom and course number, location on campus, residence room, off-campus, *etc.*):

Please provide a detailed statement, outlining all the facts of the alleged misconduct that you witnessed/experienced:

The relevant documentation and evidence being provided in support of this Complaint is as follows:

What action are you seeking to resolve this matter?

The information contained in this report is true and accurate, to the best of my knowledge, and I understand that knowingly submitting a wrongful accusation of misconduct may result in consequences.

Name (Print):

Date:

_____	_____
Signature	Date

This report, along with all relevant documentation and evidence in its original form to the extent possible, in support of the complaint, is to be submitted to the Office of Student Affairs:

Student Conduct
Office of Student Affairs
Lakehead University

studentconduct@lakeheadu.ca

(807) 343-8163

ATAC 5031D

Notice of Collection of Personal Information

Personal information on this form is collected under the authority of sections 3 and 14 of the Lakehead University Act and will be used for the administration of the Student Code of Conduct – Non-Academic and any associated appeals. It will be kept otherwise confidential. Any questions on this collection should be directed to the Manager, Student Conduct or the Director of Risk Management and Access to Information at Lakehead University.