

Report of Cheating



or Academic Misconduct in an Examination

An instance of attempted cheating or academic misconduct in an examination has been detected. This means that the violating student's performance on the exam will be declared null and void, the exam will be counted as a lost exam attempt, and the student will be suspended from all exams in the subject in question for four months, effective from the exam date. Cases of serious and intentional academic misconduct will result in expulsion from the program by way of an official notification (§ 34a [4] of the WU By-Laws).

Student name:	Student ID no.:
Examination/course:	Date of the exam/performance component:
Proctor/course instructor (name):	Witness (name):

Dear faculty members, dear proctors,

To minimize the need for follow-up inquiries, please answer the following questions regarding your observations (please complete one form per witness; see also the **reverse side**).

Statement of witness 1

What was your role during the examination? ☐ Instructor ☐ Proctor ☐ Exam supervisor

Were the announcements specified in the Guidelines for Proctors read to the students? ☐ Yes ☐ No

Please describe the instance of misconduct that occurred.

If an unauthorized aid was used, how and where was it discovered?

How did you become aware of the misconduct or the unauthorized aid?

What action did you take in response?

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Vienna,

Statement of witness 2

What was your role during the examination? ☐ Instructor ☐ Proctor ☐ Exam supervisor

Were the announcements specified in the Guidelines for Proctors read to the students? ☐ yes ☐ no

Please describe the instance of misconduct that occurred

If an unauthorized aid was used, how and where was it discovered?

How did you become aware of the misconduct or the unauthorized aid?

What action did you take in response?

Statement of witness 3

What was your role during the examination? ☐ Instructor ☐ Proctor ☐ Exam supervisor

Were the announcements specified in the Guidelines for Proctors read to the students? ☐ yes ☐ no

Please describe the instance of misconduct that occurred

If an unauthorized aid was used, how and where was it discovered?

How did you become aware of the misconduct or the unauthorized aid?

What action did you take in response?

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