

Student Conduct & Academic Integrity Programs (SCAIP)

Verification of Attendance Form

As a result of your involvement in policy violations at the University of California, Riverside, you are required to meet with _____, according to the specification listed in your letter of sanctions. You are expected to bring the sanction letter with you to the meeting and to use it as a guide for discussion topics during the meeting with the staff member. Please remember the purpose of this meeting is not to discuss the sanction that has been issued or to dispute the conduct process. Any questions related to sanction compliance should be addressed to Student Conduct and Academic Integrity Programs.

To be completed by UCR Staff Member during sanctioned meeting:

Student Name: _____ Date of meeting: _____

Student ID #: _____

Topics discussed:

Resource/ Referral suggestions:

Staff comments on student participation:

1. Rate your satisfaction with the student's engagement during the meeting:

Highly Satisfied Satisfied Somewhat Dissatisfied Strongly Dissatisfied

2. If you have met previously with this student, please rate your satisfaction with the progress student has made in reaching any goals or objectives previously discussed.

Highly Satisfied Satisfied Somewhat Dissatisfied Strongly Dissatisfied

Staff signature: _____ Date: _____

STUDENT: You must submit this completed form to Student Conduct & Academic Integrity Programs after your meeting with the above staff member by the deadline(s) listed in your sanction letter. The SCAIP office is located in Costo Hall 111.