

Diversionsary Process: Student FAQs

1. How long does the diversionsary process take?

At this time, it takes an average of two months from the time the Faculty refers a student to the diversionsary process to the completion of the outcomes in the Integrity Plan. However, the length of the process will vary according to student schedules, meetings schedules, and the outcomes in the Integrity Plan.

2. What supports are available to help me through the diversionsary process?

There are many supports available to help you navigate this process. The Academic Integrity Hub is here to help answer your questions about the diversionsary process and can refer you to additional support resources. You are encouraged to reach out to family, friends, trusted peers and professionals, and are welcome to bring a support person to any diversionsary process meetings.

The following supports are also available for UBC students:

- [UBC Office of the Ombudsperson for Students](#)
- [AMS Advocacy](#)
- [UBC Counselling](#)
- [GSS Peer Support](#)
- [Academic Advising](#)
- [International Student Advising](#)

3. What is my role in defining my Integrity Plan?

For most students, the terms of an Integrity Plan are initially proposed by the referring Faculty (Faculty of the course where the misconduct took place). For graduate students that belong to the Faculty of Graduate and Postdoctoral Studies, the terms will be proposed by G+PS. You will have time to carefully consider the terms of the Plan and to seek support, including your own independent advice should you desire it. You will also have an opportunity to ask questions and raise concerns with the Faculty through the Academic Integrity Hub's Response Form.

Remember, an Integrity Plan is a voluntary, mutual agreement between you and the Faculty. If you do not agree or do not wish to accept the terms of the agreement, you may choose not to sign it.

4. Do I have to sign an Integrity Plan when it is presented to me by the Academic Integrity Hub?

No, you do not have to sign an Integrity Plan. Signing an Integrity Plan signals your agreement to the content set out in your Plan (such as the description of academic misconduct, mitigating or aggravating factors, and outcomes). If you do not agree with the content or you cannot accept or meet certain terms of the Plan, you can decline it.

You will be given time to make your decision about whether to sign. However, if you do not sign the Integrity Plan by the specified deadline, your case will be returned to the Faculty to determine next steps. If you require additional time to make your decision, please reach out to the Hub to request an extension.

5. What happens if I don't sign an Integrity Plan?

It depends. The Faculty has discretion to decide on another path forward to resolve the academic misconduct incident. For instance, they may decide to issue a Warning Letter or to initiate a formal disciplinary hearing at the President's Advisory Committee on Student Discipline ("PACSD"). Many Faculties use Integrity Plans to resolve cases that would have otherwise gone to the PACSD.

6. What happens if I sign an Integrity Plan but don't complete its requirements?

It is important to understand that once an Integrity Plan is signed, a student's failure to comply with any of the terms of the Plan is considered a separate and additional instance of academic misconduct that may be referred by the Faculty to the PACSD ("Diversion Option – Integrity Plans", UBC Academic Calendar 3.1.i).

This would include situations where a student fails to complete the Plan in its entirety, fails to complete any outcome, or fails to complete any outcome as instructed (for example, not meeting specified deadlines, or using unauthorized means or assistance to complete a reflection letter). If you have concern about your ability to complete an outcome by the specified deadlines, please contact the Hub as soon as possible.

7. What if I have concerns about my proposed Integrity Plan?

Before deciding whether to sign an Integrity Plan, you will have the opportunity to ask questions and raise concerns during your meetings with the Academic Integrity Hub and through the Academic Integrity Hub's Response Form. If you do not wish to accept the terms of your Integrity Plan, you can choose not to sign. The Academic Integrity Hub, UBC Ombuds Office, AMS Advocacy and GSS Advocacy are also here for your questions and concerns about the diversionary process.

8. What if I have concerns about my Integrity Plan, after I have already signed it?

Any concerns about signed Integrity Plans can be raised with the Academic Integrity Hub, or with the Ombudsperson for Students, AMS Advocacy, or GSS Advocacy.

9. Do I automatically get a transcript notation in the diversionary process?

No. You will only receive a transcript notation of academic misconduct through the diversionary process if such an outcome is explicitly included in your Integrity Plan, and both you and the Faculty have agreed to the Plan. A transcript notation of academic misconduct will read "Academic Misconduct" under the specific term or session. A notation of academic misconduct on a student's transcript is one of many possible outcomes that could be included in an Integrity Plan. The outcomes of an Integrity Plan are determined on a case-by-case basis.

10. If I get a notation of academic misconduct on my transcript, can I get it removed, and if so, how?

When a transcript notation of academic misconduct is applied through an Integrity Plan, the Plan will outline the period of time the notation will remain on the transcript, and the applicable process for the notation's removal. These conditions are decided by the Faculty and are agreed to by a student who enters into an Integrity Plan. The process for the notation's removal is typically by application to the Dean's Office or automatically, both after a specified amount of time has passed. In the case of an "automatic" removal with no conditions or further documentation required, the student will still be required to trigger the removal by emailing the Dean's Office (instructions will be included in the Integrity Plan) with any

supporting information. The Academic Integrity Hub is not involved in the removal of notations but can answer questions from students about this.

11. Who can access my Integrity Plan?

Your signed Integrity Plan is kept by you (the student), your home Faculty, the referring Faculty (if different from your home Faculty), the Academic Integrity Hub, the PACSD, and in some cases, Enrolment Services.

Your Integrity Plan is confidential and is retained and disclosed in accordance with the *Freedom of Information and Protection of Privacy Act* (FIPPA). UBC will not disclose any personal information related to your Integrity Plan to anyone, except where the disclosure is:

- (1) expressly authorized by you, the student;
- (2) to a UBC employee or contractor, if necessary for the performance of that individual's duties; or
- (3) authorized or required under law.

An example of disclosure under (1): You give consent to a non-UBC graduate school to access all your student records, including academic misconduct records, when you apply for admission to their graduate program, and the graduate school then contacts UBC to request this information, providing proof of your consent.

An example of disclosure under (2): You are a UBC student applying for a UBC graduate program that considers academic integrity history as part of its admissions criteria. If the UBC graduate program requests information about your academic integrity history from a record holder at UBC (e.g. the PACSD), your Integrity Plan may be disclosed to them without requiring your consent.

Another example of disclosure under (2): You engaged in academic misconduct in a course offered outside of your home Faculty. Both the referring Faculty (which offers that course) and your home Faculty may be informed of your Integrity Plan.

12. What are the impacts of an Integrity Plan?

It is important to consider all the potential impacts of your Integrity Plan, as they will vary with each student's individual circumstances. Students are strongly encouraged to contact their respective offices on campus, academic advisors, and/or any program/degree the student is applying to, to identify potential consequences.

13. How long will a record of my Integrity Plan last?

Integrity Plans (and associated documentation and tracking) are destroyed pursuant to the [retention schedules](#) of the University Records Management Office. The applicable retention schedule is currently set out under the heading "Students" and the sub-heading "Student Misconduct".