

Starfish Reference Guide for Student Academic Integrity Concern Flag

STUDENT ACADEMIC INTEGRITY CONCERN FLAG

When to raise a student academic integrity concern flag?

The student academic integrity concern flag **may** be used to document behavior that may constitute an academic integrity issue.

If you are unsure of the behavior or if a flag should be raised, contact OSRR (701.777.2664).

Student academic integrity concern flags are monitored by OSRR.

What happens after a student academic integrity concern flag is raised?

1. The flag raiser will receive an email indicating that the flag has been successfully raised.
2. OSRR will receive an email notifying the OSRR staff that a flag has been raised.
3. OSRR will review the flag and respond to the flag raiser. OSRR will inform the flag raiser if similar concerns have been raised previously as well as discuss options for responding to the concern with the flag raiser.

How to raise a student academic integrity concern flag:

1. Select the student of concern through Starfish.
 - a. If you do not know the student's name and or student number, please contact OSRR for guidance.
2. Select 'Flag' on the top left corner of the student's page.
3. Select 'Student Academic Integrity Concern' flag type.
4. OPTIONAL – Select a specific course for the concern (if applicable).
5. Type the details of the concern in the comment section.
 - The comments should focus on behavior (either observed or reported) and avoid opinions and personal feeling regarding the student and behavior.
6. Select 'Save.'
 - **NOTE:** The student is not able to see the flag or the comments associated with the flag. However . . . the student would be able to see the comments if they request to view their educational record.