



## Behavioural Misconduct Report Form

The purpose of this report is to alert the administration to general Misconduct (non-Academic) on the part of the student identified below.

Student Family Name	Student First Name	Student number	Course, Section, Campus
Student email address:			Term
Reporter Name			Alert Date: <b>YYYY – MM – DD</b>

- Type of alert:
- |  |  |
|--|--|
| <input type="checkbox"/> Class Disruption        | <input type="checkbox"/> Altercation with another student  |
| <input type="checkbox"/> Campus Disruption       | <input type="checkbox"/> Altercation with staff or faculty |
| <input type="checkbox"/> Inappropriate Behaviour | <input type="checkbox"/> Other: _____                      |

Detailed Description of Incident & Evidence (attach separate sheet if more space is required):

Actions Taken in Response to Incident:

### Steps for filing this report:

Attach your evidence, if applicable, to this sheet and hand it in to Director of Student Affairs.  
Both you and the student(s) will be notified of the outcome of this report.



# Alexander College

**Administrative Use Only:**

### Vancouver Campus

#100-602, West Hastings Street  
Vancouver British Columbia, V6B 1P2, Canada  
Tel. (604) 681 5815 Fax. (604) 681 5819

### Burnaby Campus

#101-4603, Kingsway  
Burnaby British Columbia, V5H 4M4, Canada  
Tel. (604) 435 5815 Fax. (604) 435 5895

### Database

	1 <sup>st</sup> Offence
	2 <sup>nd</sup> Offence
	3 <sup>rd</sup> Offence
	Information entered in the database
	Relevant parties notified of alert results

### Communication Log with Student

Date:	Email to student	Purpose: Notification of misconduct.

### Administrator's Notes:

Administrator's Signature: \_\_\_\_\_

Date: \_\_\_\_\_