

Disruptive Behavior Incident Report

Pursuant to Northern Arizona University's [Disruptive Behavior in an Instructional Setting](#) policy, disorderly conduct within any Instructional Setting¹ that materially and substantially diminishes, impedes, or obstructs an instructor's ability to teach or a fellow student's right to learn is prohibited. Disruptive Behavior is conduct that distracts, disturbs, intimidates or threatens others in a manner that materially obstructs or impedes classwork, causes substantial disorder, or invades the rights of others. Instructors have the right and the obligation to confront and resolve incidents of Disruptive Behavior as a means of maintaining an instructional environment conducive to teaching and learning. Disruptive Behavior is misconduct subject to disciplinary sanction.

This report documents an incident that the instructor believes may constitute prohibited Disruptive Behavior as defined by NAU policy. Students who receive a Disruptive Behavior Incident Report should speak with their instructor immediately to resolve the matter, which may otherwise result in a student's involuntary withdrawal from the course with a grade of "W". Tuition and fee refunds are not provided in cases of involuntary withdrawal.

Disruptive Behavior does not include the expression of disagreement with a course instructor or other students during times when the instructor permits class discussion. Further, NAU's Disruptive Behavior policy is not intended to nor may it be used to restrict, stifle, or curtail a student's right or ability to appropriately contribute to and benefit from robust educational discussions that are consistent with planned coursework, as determined by the instructor.

When Disruptive Behavior occurs in an Instructional Setting, instructors are required to complete a separate Disruptive Behavior Incident Report form to document each incident and to report its occurrence by sharing completed incident reports with the student involved and the department chair (or administrative equivalent). Instructors complete this form by typing the required information into the fields below and may attach additional sheets as necessary.

Student Information

Student Name:	Student ID number:
Telephone:	Email:
Dates of previous incident reports that document concerning behavior committed by the same student in the same course:	

Instructor and Course Information

Instructor:	
Course name and number:	
Department:	
College or program:	
Date incident occurred:	Time of incident:

¹ Capitalized terms are defined in the *Disruptive Behavior in an Instructional Setting* policy.

Describe the incident:

I hereby certify that the information provided herein is true and accurate to the best of my knowledge and belief and that I have provided a copy of this Disruptive Behavior Incident Report to the student named above and my department chair.

Instructor signature

Date