



Academic Misconduct Lookup - Required Steps

To verify if a student has a recorded instance of Academic Misconduct, please follow the steps below in your MyTCD portal.

1. Assessment -> Reports for Module Markers -> RPT-REC-057: Academic Misconduct Lookup Report

Reports for Module Markers

New

[RPT-REC-057: Academic Misconduct Lookup Report](#)

New

2. Enter details (Student No) and click Run Report

Report Selector

A report may have been auto selected from the link that you followed, or you can pick a report here.

ReportRPT-REC-057: Academic Misconduct Lookup R

Parameter Selector

Select the Parameters for the Report.

Student No

ModuleSelect an Option

Reset ReportRun Report

3. If a prior instance of Academic Misconduct has been documented, the following details related to the record will be displayed.

Academic Misconduct Lookup Report

School	Discipline	Academic Year	Course	Student No	Student Name	Module Code	MOD NAME	Note Type	Update Date	User Code
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4. If there is no record of Academic Misconduct the following message will display.

“There are no academic misconduct records for student XXXXXXXX”