



## Testing Department



### PLAN OF ACTION for Irregularities

Plan of Action Component	Campus Plan of Action
<ul style="list-style-type: none"><li>Specifically address the irregularity type.</li><li><b><i>What kind of changes will prevent the irregularity from occurring?</i></b></li></ul>	
<ul style="list-style-type: none"><li>Lists the individual steps involved in the plan.</li><li><b><i>List specifically what the campus will do to prevent the irregularity.</i></b></li></ul>	
<ul style="list-style-type: none"><li>Give a timeline as to how and when the plan will be implemented.</li></ul> <p><b><i>Make this timeline realistic for your campus.</i></b></p>	
<ul style="list-style-type: none"><li>Describe how the campus will collect feedback regarding the effectiveness of the plan</li><li><b><i>How will you verify that the plan is working?</i></b></li></ul>	
<ul style="list-style-type: none"><li>Provide specific corrective actions for the campus or individuals involved.</li></ul>	

#### Names of individuals creating the Action Plan:

\_\_\_\_\_  
Print-Principal's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print-C.S. or Dean's Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date