

Academic Integrity Breach Referral Letter

The Referral Letter is sent to the student when a concern for a possible breach of academic integrity has been assessed initially as serious and requiring a Tier 2 decision-maker. The letter advises the student that the concern has been referred by the Course Convenor to the Chair, Assessment Board.

Student No: «Student_Number»

«Date»

VIA EMAIL: «Email»

«Title» «First_Name» «Last_Name»
«Street_1»
«City_1» «State_Province_1» «Postal_Code_1»

Dear «Title» «Last_Name»,

I have considered the concern regarding «Assessment_Task_Involved» submitted for the course «Course_Code» «Course_Title».

I have decided to refer this matter to the Chair of the Assessment Board for a decision. You will be contacted by them in due course.

«Course_Convenor»
Course Convenor

cc: Student Academic Integrity Coordinator