

Report of Academic Misconduct

Date: [Insert Date]

To: [Recipient Name]

From: [Your Name]

Subject: Report of Academic Misconduct Incident

Dear [Recipient Name],

I am writing to formally report an incident of academic misconduct that occurred on [insert date]. The details of the incident are as follows:

Incident Details

Location: [Specify Location]

Involved Parties: [List names of individuals involved]

Description of the Incident:

[Provide a clear and detailed description of the incident, including any relevant context, what happened, and any witnesses present.]

Supporting Evidence

[List any evidence that supports your claim, such as photographs, documents, or witness statements.]

Given the seriousness of this matter, I recommend that the appropriate measures be taken to investigate this incident in accordance with the institution's policies on academic integrity.

Thank you for your attention to this important matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position, if applicable]

[Your Contact Information]