

Academic Integrity Breach Notification

Date: [Insert Date]

To: [Student's Name]

From: [Instructor's Name]

Subject: Notification of Academic Integrity Breach

Dear [Student's Name],

I am writing to inform you about a suspected breach of academic integrity in [Course Name/Code] during [specific assignment/exam name] on [date]. Following our investigation, it has been determined that your actions are in violation of the academic integrity policy as outlined in the [university/college] student handbook.

Details of the Incident:

- Nature of the breach: [e.g., plagiarism, cheating, etc.]
- Assignment/Exam: [Name of the assignment/exam]
- Date of Incident: [Insert Date]

As a result of this finding, the following actions will be taken:

1. [Action 1: e.g., a failing grade on the assignment]
2. [Action 2: e.g., disciplinary hearing]

You have the right to appeal this decision. If you choose to do so, please submit your appeal in writing to [appropriate office/individual] by [deadline for appeal].

If you have any questions regarding this notification or the process, do not hesitate to contact me at [Instructor's Email] or [Instructor's Phone Number].

Sincerely,

[Instructor's Name]

[Instructor's Title]

[Department Name]

[University/College Name]