

# Allegation of Academic Dishonesty

[Date]

[Student's Name]

[Student's Address]

[City, State, Zip Code]

Dear [Student's Name],

This letter serves to formally notify you of an allegation of academic dishonesty concerning your [specific assignment/exam name] submitted on [date]. It has come to our attention that there are indications of [briefly describe the nature of the alleged dishonesty, e.g., plagiarism, cheating].

We take these allegations very seriously and are currently conducting an investigation in accordance with the institution's academic integrity policy. You are encouraged to provide any information or evidence that may support your case.

A meeting has been scheduled on [date and time] at [location] for you to discuss this matter further. Please make every effort to attend. If you are unable to attend, kindly notify us in advance to reschedule.

Thank you for your attention to this serious matter. We look forward to your response.

Sincerely,

[Your Name]

[Your Title/Position]

[Institution's Name]

[Contact Information]