

Notification of Non-Academic Misconduct Hearing

Date: [Insert Date]

To: [Student's Name]

Student ID: [Student's ID]

Dear [Student's Name],

This letter serves as a formal notification of a hearing regarding non-academic misconduct alleged against you. The details of the hearing are as follows:

- **Date of Hearing:** [Insert Hearing Date]
- **Time:** [Insert Time]
- **Location:** [Insert Location]
- **Composition of the Hearing Committee:** [List Members]

The purpose of this hearing is to review the allegations and gather information pertinent to the case. You have the right to present your side, provide evidence and witnesses, and be accompanied by an advisor.

Please confirm your attendance by [Insert Confirmation Deadline]. If you are unable to attend, inform us as soon as possible to discuss alternative arrangements.

Thank you for your prompt attention to this matter.

Sincerely,

[Your Name]

[Your Title]

[Institution Name]

[Contact Information]