

Response to Student Non-Academic Misconduct Hearing

Date: [Insert Date]

To: [Student's Name]

Address: [Student's Address]

Dear [Student's Name],

Thank you for attending the non-academic misconduct hearing on [Insert Date of Hearing]. We appreciate your cooperation and your willingness to discuss the incident that was brought to our attention.

After reviewing the evidence presented during the hearing, we have come to the following conclusions:

- Finding: [State finding, e.g., "The evidence supports that a breach of conduct occurred."]
- Outcome: [State the outcome, e.g., "As a result, you will receive a warning."]
- Next Steps: [Outline any required actions or expectations, e.g., "You are required to complete a workshop on integrity."]

We encourage you to take this matter seriously, as further misconduct may lead to more severe penalties.

If you have any questions or wish to appeal this decision, please feel free to contact my office by [Insert Deadline for Appeal].

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Institution Name]

[Contact Information]