

Non-Academic Misconduct Resolution

Date: [Insert Date]

To: [Recipient's Name]

Address: [Recipient's Address]

Dear [Recipient's Name],

We are writing to inform you of the outcome of the investigation into the non-academic misconduct allegations made against you on [Insert Date of Allegation]. After a thorough review of the evidence and discussions with the involved parties, the following findings have been concluded:

Findings:

- [Finding 1]
- [Finding 2]
- [Finding 3]

Based on the findings, the following resolution has been proposed:

- [Resolution 1]
- [Resolution 2]

Mediation Clause:

Both parties are encouraged to engage in mediation to find a mutually agreeable solution to this matter. Mediation will be conducted by an impartial third party and is to take place within [Insert Timeframe]. Please confirm your willingness to participate in mediation by [Insert Response Deadline].

We hope that this resolution will be satisfactory and allow for a positive path forward. Please do not hesitate to reach out should you have any questions or require further clarification.

Thank you for your attention to this important matter.

Sincerely,

[Your Name]

[Your Title]

[Your Institution]

[Contact Information]