**Notification of meeting outcome and determination**

Dear ,

I have investigated this case and all the evidence presented to support both the allegation and the evidence in your defence.

I have decided that there is insufficient/sufficient evidence on the balance of probabilities to support the allegation that you breached CIHE Student Academic Integrity and Honesty Policy.

After considering the seriousness of the offence, the circumstances surrounding it, and any

mitigating factors, I have decided in this case to award the penalty:

Or

There will be no penalty applied.

You are required to attend an academic integrity workshop. You will be notified of the date for the workshop separately.

You have the right to seek appeal against my decision by writing to the Registrar as per the *Student Grievance Handling Policy and Procedure*.

This appeal must be made within 10 working days of receipt of this notice of imposition of penalty. I suggest you read carefully the policy previously sent to you for the conduct of appeals.

Yours sincerely,

Yours sincerely,

Course Coordinator [Insert Course]