

## ACADEMIC INTEGRITY VIOLATION NOTIFICATION

DATE: \_\_\_\_\_

TO: \_\_\_\_\_

FROM: \_\_\_\_\_

SUBJECT: Alleged Violation of the Academic Integrity Policy

Enclosed you will find a copy of a report which indicates a possible violation of Wright State University's Academic Integrity Policy. It is very important that you contact me no later than \_\_\_\_\_ to schedule a meeting to discuss this issue.  
Time Day Date

Please contact me between 9:00 a.m. and 5:00 p.m., Monday through Friday to schedule your appointment. I can be reached by phone at \_\_\_\_\_ or by e-mail at \_\_\_\_\_.

Please be aware that if you should fail to schedule a meeting by the date noted, or choose not to attend your scheduled appointment, a decision will be made in your absence based upon the information available as to whether or not a violation of Academic Integrity has taken place. Additionally, you will be billed a \$25.00 non-appearance fee and referred to the Academic Integrity Hearing Panel for possible disciplinary action.

Thank you for your cooperation in this matter.

### Distribution:

**White** - Student: Send to student with a copy of the Academic Integrity Violation Form

**Yellow** - Faculty Member: Retain **if** found responsible or referred to Academic Integrity Hearing Panel, destroy if case is dismissed

**Pink** - Office of Student Judicial Services: Send if found responsible or referred to Academic Integrity Hearing Panel

Revised 2/7/07