

Subject: Notification of Academic Misconduct in Course XXXX #####

Dear {Student's Name}

I hope this email finds you well. I am writing to you concerning a matter of academic misconduct that has come to my attention, as outlined below:

**Coursework Submitted:**

**Academic Misconduct Policy Violation(s):**

**Penalty Assigned for Academic Misconduct:**

As an academic institution, we take matters of academic integrity very seriously. Our commitment to academic integrity ensures that each student's achievements accurately reflect their own efforts and abilities.

The next step is **navigating a 3 step educational process** through Student Development Services:

1. Demonstrate knowledge of University academic integrity policy
2. Practice and discuss avoiding situations specific to your academic misconduct
3. Write a letter of understanding and acknowledgment

Please **reach out to Academic Support** by emailing [slt@nipissingu.ca](mailto:slt@nipissingu.ca) to schedule an appointment to begin the process. You can also receive information on academic integrity by visiting the webpage: [nipissingu.ca/academicintegrity](http://nipissingu.ca/academicintegrity).

I understand that this may be a stressful and challenging time for you, and I want to assure you that we are here to support you. Consider seeking support through Mental Health and Well-Being Services. You can access resources on their webpage: [nipissingu.ca/mhwellness](http://nipissingu.ca/mhwellness).

Thank you for your attention to this matter, and I look forward to working with you to resolve it in a fair and respectful manner.

Sincerely,

[Professor's Name]

[Department/University Affiliation]