Ms [Name]

Dear [Name],

STUDENT DISCIPLINE PANEL - PENALTY

I refer to the letter you were sent advising you of the allegation of Academic Misconduct. Details of the misconduct offence were:

As a result of the inquiry into this matter, it has been determined that Academic Misconduct has occurred. Reasons for determination are as below:

In accordance with Rule 3.1(1) a Student Discipline Panel has now determined that a Category 1 penalty should be applied. The penalty determined is:

- Formal warning and admonishment
- A requirement for the Student to repeat the assessment (but with a reduced maximum mark)
- ANN grades for one or more other units assessed in the same study period as the unit in which Academic Misconduct occurred
- Reduction of 50% for assessment.

In accordance with Rule 4.2(1), you have the right to submit an appeal to the Faculty Pro Vice-Chancellor against the determination of Academic Misconduct and/or the penalty decision of the Student Discipline Panel.

This appeal must be in writing and submitted to the address below. Your appeal will then be forwarded to the relevant Pro Vice-Chancellor for consideration. You have fourteen (14) days from the date of receipt of this letter to submit an appeal.

Curtin Business School (CBS) Pro Vice-Chancellor
C/o Academic Registrar
Curtin University
GPO Box U1987
Bentley WA 6845

In determining an appeal the Pro Vice-Chancellor may uphold, vary or set aside the finding of Academic Misconduct, or determine that an alternative penalty be applied. An alternate penalty may be a higher level penalty than the one originally imposed.

For advice or assistance, all students are able to access the services of the Guild Student Assist Office (+61 8 9266 2900 or toll free 1800 063 865).

Yours sincerely,

[Name]