|  |  |  |  |
| --- | --- | --- | --- |
| **STUDENT:**  |  | **DATE CREATED:** |  |
| **ID:** |  | **GROUP:** |  |
| **ASSESSMENT:**  |  |

|  |  |
| --- | --- |
| **SUSPECTED BREACH:**  |  |
| **EVIDENCE:**  |  |
| **COORDINATOR NOTIFIED:**  |  | **DATE NOTIFIED:**  |  |
| **DATE OF STUDENT MEETING:** |  | **MEETING MODE:** | [ ]  Face-to-Face [ ]  Phone[ ]  Other:  |
| **MINUTES OF MEETING:** (include emails and summaries of conversations)**Include evidence in another document attached to this report** |    |
| **STANDARD OUTCOMES OF MEETING:** | [ ]  Academic integrity standards made clear to the student [ ]  Suspected breach made clear to the student [ ]  Students’ options made clear to the student  |
| **STUDENT RESPONSE:** | [ ]  Student acknowledges responsibility for alleged breach [ ]  If re-submitting work, student understands the requirements of the task **(or)** [ ]  Student disputes claim - explain that they may challenge this suspected breach with the Unit Co-ordinator [ ]  Case will be referred to the Unit Co-ordinator [ ]  Case will be referred to OLOC (by Unit Co-ordinator after consultation with the Theme Leader and/or HoS. |
| **OTHER OUTCOMES:**   |  |
| **TIME SPENT ON CASE:**  |  |