|  |  |  |  |
| --- | --- | --- | --- |
| **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:** |  | | |