Date

Student ID

Student Email Address (UNE address, though an alternative may also be added if known)

TRIM Ref

Dear NAME

Thank you for your appeal against the finding and/or the penalty applied under the Student Academic Integrity Policy for your INSERT ASSESSMENT NAME in the INSERT UNIT for INSERT TEACHING PERIOD.

Under section 43 of the Policy, I/the Committee am/is required to determine whether:

* the original investigation conformed with the Policy; and/or
* the evidence supports the Investigating Officer’s determination of a breach; and/or
* the penalty applied is appropriate and in accordance with the Policy.

I/the Committee have/has considered carefully your appeal and the evidence considered in the original investigation. I/the Committee have/has decided that:

* the original determination and the penalty remain; OR
* the original determination remains, but with an amended penalty of INSERT AMENDED PENALTY; OR
* the case is referred back to the INSERT RELEVANT PERSON for reconsideration. The INSERT RELEVANT PERSON will be in contact with you regarding the case; OR
* the original determination and penalty are dismissed.

***MUST COMPLETE*** *– Provide reasons for the decision (note this may include that the appeal does not meet the grounds of section 43)*

UNE is committed to assisting students in developing their understanding of academic integrity so I would strongly encourage you to revisit the Academic Integrity Module and use the resources available through the Academic Skills Office to help you develop your skills in academic integrity. *If appropriate, include* Please note that further breaches of the Student Academic Integrity Policy may result in more serious penalties.

This now completes the processes under the Policy for this case. *Where relevant, include* The penalty will now be implemented.

*For all appeals (other than upheld findings of exclusion/expulsion/revocation of award)*

You have the right to seek a review of the processes (but not the merits of the decision) reached under this Policy through the NSW Ombudsman, contact details of which are at the bottom of this letter. However, beyond any review, UNE now considers this matter ended.

*For upheld findings of Exclusion/Expulsion from the University for student visa holders*

You have the right to seek a review of the processes (but not the merits of the decision) reached under this Policy through the NSW Ombudsman, contact details of which are at the bottom of this letter.

If you wish to seek a review, you must apply to the NSW Ombudsman within **twenty working days** of the date of this notification, and immediately submit to dvc@une.edu.au the unique identifying number of the external review (required for verification purposes). UNE will maintain your enrolment until the external review is complete.

If you do not inform UNE that you have lodged an application with the NSW Ombudsman within the required timeframe, UNE will proceed with the application of the penalty and will notify the Department of Education of the penalty. This action will also notify the Department of Home Affairs that you are no longer a current genuine student. As your Confirmation of Enrolment will be cancelled, this may affect your student visa. I strongly recommend you contact the Department of Home Affairs to discuss the impact on your student visa.

Yours sincerely

INSERT NAME

**Executive Principal, Education Futures or Chair, Student Appeals Conduct Committee**

CRICOS Provider Number: 00003G

**Contact details:**

NSW Ombudsman <http://www.ombo.nsw.gov.au/>