Faculty Letter/Email to Inform Student That There Is No Violation

The italicized sections below contain directions or information and should thus be removed from the letter or email you compose.

[This letter can be mailed, hand-delivered, or emailed to the students’ University account. Make a hard copy and keep it in your files.]

Date:

Student Name:

Student RUID:

Course name, number, and semester:

Dear ________:

During our meeting on [insert date], we discussed a possible violation of the Academic Integrity Policy. I concluded my investigation into the allegation and have determined that there is no violation. The matter is now closed.

Sincerely,

[signature]