**Outcome Letter**

Sent from the Director of Teaching and Learning.

Full Name:

Student No:

Course Title:

Module code:

Dear [student],

**Re: Outcome letter for suspected case of academic misconduct**

I am writing to you in relation to your [assignment/exam] in [module].

Having reviewed your assessment/exam under the Calendar regulations Part [II or III], and [conducted the Academic Integrity Meeting / met with you on X date] it has been concluded that academic misconduct has taken place at [level 1/2/3] and [level 1/2/3] consequences will apply. [Possible additional line – however owing to your willingness to acknowledge this breach, a lesser consequence of level X will apply].

In accordance with the Calendar [Part II or III] regulations (which are available [here](https://www.tcd.ie/calendar/)), the following consequences will apply:

1. Mandatory academic integrity training is required. You will be required to read and understand the Library guide on Academic Integrity available at [this link,](https://libguides.tcd.ie/academic-integrity/about) and complete the Ready Steady Write tutorial available at the [following link](https://libguides.tcd.ie/academic-integrity/ready-steady-write). You must then complete a personal reflection on your learning and submit it to your module coordinator or Director of Teaching and Learning for review.
2. The work must be corrected. [complete as appropriate to level]
3. The corrected work will be assessed. [complete as appropriate to level]
4. [Level dependent: the mark for the component/module will be capped at / your mark will be reduced to]
5. The outcome will be recorded in SITS.

I would like to formally highlight that any recurrence may result in more serious consequences.

If you need any further information and guidance on avoiding academic misconduct, the [Library Guide](https://libguides.tcd.ie/academic-integrity) is a very helpful resource. Additionally you can book sessions with [Student Learning Development](https://student-learning.tcd.ie/services/one-to-one/individual.php) to support your academic writing and study skills. You can also consult your module instructors or seek support from [your tutor/the Postgraduate Advisory Service], as appropriate.

Yours sincerely,