

**School/Department of ……………..**

**Academic Misconduct Meeting – Student Statement**

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| **Student Name**: School to complete |
| **Student ID Number**: School to complete |
| **Programme of Study**: School to complete |

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| **Nature of alleged misconduct**: School to complete |
| **Module(s) affected**: School to complete (if applicable) |
| **Date of Meeting**: School to complete |
| **Deadline for return of Student Statement: School to complete** |

Please provide a written statement which:

* Acknowledges what it is you are alleged to have done
* Acknowledges why what is alleged counts as academic misconduct
* Provides an account of events, which may include an explanation for your behaviour and supply relevant evidence (if applicable) for School’s consideration.

New evidence is normally not considered at a later stage when the School has made its decision about your alleged misconduct unless there is a compelling reason as to why this evidence was not provided for consideration at the School investigation stage. Evidence that is not in English must be provided with a copy in English translated by an accredited translator.

You may continue on a separate sheet if you wish.

If the statement is not returned by the deadline indicated above, the Academic Misconduct Officer will proceed based on the findings of the School investigation.

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| The information (and evidence) I have provided is correct and complete to the best of my knowledge. I understand that new evidence will normally not be considered at a later stage when the School has made its decision about my alleged misconduct. In submitting this form I give my consent for this information to be disclosed to relevant Officers of the University responsible for the investigation and consideration of my academic misconduct case. I understand that the form and associated documentation will be kept on University record.  Student’s Signature: Date: |