

Notice of File Closure

In relation to the Investigation of an Alleged Departure From Academic Integrity

Date (dd/mm/yyyy)	
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FROM:

Instructor OR Associate Dean

Name	
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IN RELATION TO ALLEGATIONS OF CONDUCT IN:

Course (Course number, name, term, year)	
Mode of Course Delivery (online or on-campus)	

After a thorough investigation of the above noted file I have concluded that there are insufficient grounds for a finding of a departure from academic integrity.

All documents and correspondence related to this case will be destroyed and nothing will be placed in your file.

Signature	
Date	
Office Location	
E-mail Address	

Distribution and Use of Notice:

1. This notice must be sent to the student who was the subject of the investigation as a password protected attachment to the student's @queensu.ca email address or handed to the student in person.
2. If the instructor conducted the investigation, then a copy of this notice must be sent to the Associate Dean Academic in the Faculty of Law at lawacintegrity@queensu.ca.
3. This document is kept as means of tracking how many cases arise in respect to academic integrity in each academic year as required by the Senate Committee on Academic Procedures.