**LETTER D – Confirmation of penalty by Academic Registry**

Dear

**Allegation of Unacceptable Academic Practice: Module [please insert details]**

I write to inform you of the outcome of an investigation to consider an allegation of Unacceptable Academic Practice. The [Faculty or University panel] found that the allegation had been substantiated, and the following penalty has been imposed:

[add details of the penalty here]

A report of the investigation is enclosed, and I would advise you to contact your Department for further advice on the consequences of this decision. You are entitled to request a Review of this decision under the University’s Final Review Procedures. Further information and a copy of the Final Review Application Form can be found at: <https://www.aber.ac.uk/en/academic-registry/handbook/fr/>. Should you decide to request a final review, your form, with supporting documentation, must be submitted within 10 working days from the date of this letter.

Yours sincerely

Academic Registry

**cc. Chair of Faculty Panel/ Chair of Examination Board**