# No Case to Answer Template Letter [remove]

**Confidential**

Case ID:

Email to xxxxxx

 date
 Ref/student ID

Dear X

**Your Recent Assessment Submission for Module xxx**

I am writing to inform you that a referral has been made to the [School/Divisional] Academic Misconduct Committee regarding your assessment [xxx] for [module xxx]. A referral is made when the marker believes there may have been a breach under the regulations in Credit Framework [Annex 10: *Academic Misconduct: Principles and Procedures*.](https://www.kent.ac.uk/teaching/qa/credit-framework/index.html)

**No Case to Answer**

The Chair of the Academic Misconduct Committee has reviewed the evidence and has determined that your work does not breach the rules on academic misconduct in this instance. Your assessment, therefore, is not regarded as amounting to a breach of the University’s regulations on academic misconduct and **no** penalty will be recorded.

**Additional Information**

[Any discipline/PSRB-specific requirements?]

[Delete as appropriate] The Chair has recommended that you consider the following advice xxxxx. You may also wish to complete the online learning module [**DP1025: Understanding and Avoiding Plagiarism**](https://moodle.kent.ac.uk/2021/course/view.php?id=566). Advice and guidance regarding academic writing can be accessed via: <https://www.kent.ac.uk/ai/index.html>.

Please note that as Secretary of the Academic Misconduct Committee, I will hold a record of the investigation and outcome in order **only** that a record of the proceedings is retained. No reference to this case will be held on your permanent record.

The mark for your assessment will be added to your student record in due course.

Yours sincerely

**[Name]
Secretary to the Academic Misconduct** **Committee
[School]
[Division]**

Cc: Module Convenor
Academic Adviser