Dear [Student’s Name]:

As Chair of the Academic Integrity Hearing Board, I have been made aware of your violation of the Code of Academic Integrity in connection with your work in [name of course and professor].

Unless there are further violations on your part, that incident is now closed. At the risk of repeating what you have already heard from others, I would like to stress the seriousness of an academic integrity violation. Such a violation undermines the basic function of a university community – the pursuit of knowledge in an atmosphere of mutual trust and respect. Students learn nothing of a subject when they cheat. Researchers contribute nothing to scholarship and human knowledge, and may well cause great damage, when they fake their data. Faculty cannot function effectively if they are reduced to the status of police.

I urge you to study the Code of Academic Integrity, and in particular, the section on penalties. Repeated violations are regarded as very grave, and the more severe penalties such as expulsion and suspension are regularly invoked.

This website explains Cornell’s Academic Integrity procedures and contains a link to the Code of Academic Integrity:

http://theuniversityfaculty.cornell.edu/academic-integrity/

If you have any questions, please do not hesitate to get in touch with me at any time (phone number and email address).

Sincerely,

Chair, Academic Integrity
Hearing Board