#

**Form 4a- Declaration of Outcome of Academic Integrity (Upheld)**

\*Save as a PDF document before sending

& delete this instruction

**Date**

Student Name:

Student ID Number:

Student Email: **@lakeheadu.ca**

Instructor Name:

Department:

Course #:

Term/Year:

**Student Name**,

The investigation into the allegation of a breach of Lakehead University’s [Academic Integrity Code](https://www.lakeheadu.ca/sites/default/files/uploads/293/docs/Student-Conduct/Student%20Code%20of%20Conduct%20-%20Academic%20Integrity.pdf) has been completed. The following describes the breach of Academic Integrity that was alleged against you.

**DESCRIBE THE ALLEGATION Example: In the ASSIGNMENT, you submitted plagiarized material in the use of uncited sources from XXXXX. Example: In the LAB REPORT, the lab instructor alleges that you submitted material copied from another student.**

In reviewing all the materials and after discussion with you, based on the preponderance of evidence, the allegation of a breach of Academic Integrity is being **upheld**.

The Office of Student Affairs indicates that this is/is not your first offence involving a breach of Academic Integrity. The following sanction(s) is/are being imposed:

Enter SANCTIONS here

This breach of Academic Integrity and the resulting sanction(s) will be kept on file in the Office of Student Affairs regardless of whether you continue in the course in which the offence occurred. Under the Academic Integrity Code, any subsequent breaches of Academic Integrity that are upheld will result in more severe sanctions.

You have the right to appeal this decision by filing an appropriate application for appeal. A decision and/or sanction imposed by a Faculty Member/Instructor can be appealed to the Dean within ten (10) working days of receipt of this notification by submitting a completed [Form 5- Academic Integrity Appeal Form](https://www.lakeheadu.ca/sites/default/files/uploads/293/docs/Student-Conduct/Form_5-_Academic_Integrity_Appeal_Form.docx).

A decision and/or sanction imposed by a Dean may be appealed to an appeal tribunal, referring to [Student Code of Conduct – Appeal Policy.](https://www.lakeheadu.ca/sites/default/files/uploads/293/docs/Student-Conduct/Student%20Code%20of%20Conduct%20-%20Appeal%20Policy%20and%20Judicial%20Panel%20Procedures.pdf)

Sincerely,

**Your Name and Title, Contact Information**

**Cc:** Manager, Student Conduct & Case Management (studentconduct@lakeheadu.ca), Office of Student Affairs, ATAC 5031D

**Relevant Department Chair/School Director;**

**Student's Dean (and Faculty Dean, if different) and Instructor;**

**All relevant Deans, Department Chairs/School Directors, or partnership insitution (if the student is enrolled in a double-degree or partnership program)**