

Code of Conduct Violation Notice

Date:

Name:

Address:

Dear _____:

The purpose of this meeting is to inform you that (we/I) have recently received reports alleging that your behavior has been inconsistent, with the University Code of Conduct for students and/or the Education Abroad Conduct Standards Agreement for summer semester programs and/or the Statement of Responsibility for “embedded” short-term programs.

Specifically it has been reported that on (Date) at (Time) in (Location)
you _____

(provide description of the conduct violation in this space, or attach a separate sheet of paper to the letter describing the incident):

Please be advised that (we/I are/am) again directing you to comply with all rules and regulations governing this education abroad experience, and advising you that any future misconduct may lead to formal disciplinary action by the University including, but not limited to, dismissal from this education abroad program and a referral to the University Office of Judicial Affairs.

(We/I) appreciate your attention to this matter, and (we/I are/am) willing to offer further assistance to help you address the issue, as needed.

Sincerely,