

X  
X  
X  
X  
X

Date

Dear X

Student ID: xxxxxxxx

|                   |   |                       |   |
|-------------------|---|-----------------------|---|
| <b>Course</b>     | X |                       |   |
| <b>Module</b>     | X | <b>Module Code</b>    | x |
| <b>Assignment</b> | X | <b>Date submitted</b> | x |

I am writing to inform you of reported irregularities, ie possible academic misconduct, in your submitted work for the above named module.

Further to your recent submission of XXXX the University requires you, in accordance with the University's formal regulatory document: Academic Misconduct (effective from June 2013), to attend a viva voce examination on Date at Time in room XX at the XX Campus.

Please find attached a copy of Guidance for students on viva voce examinations.

The decision of the panel could be that academic misconduct has not occurred and no penalty will be applied, or that academic misconduct has occurred and the panel will decide to what extent. The Head of School and Panel will then determine the appropriate penalty to be applied from the tariff system found in Form 1 of the Academic Misconduct regulations. All formal regulations can be accessed using the search field at: [bucks.ac.uk/formal](http://bucks.ac.uk/formal).

Please note that the viva voce examination is your opportunity to respond to the allegation of misconduct and that should you fail to attend the panel will make a decision in your absence with the result that your chances of gaining an award from the University may be jeopardised. If you have good reason why you are unable to attend on the date given please contact me within 5 working days and we will attempt to reschedule the viva voce.

Please confirm your intention to attend by email to: [conduct@bucks.ac.uk](mailto:conduct@bucks.ac.uk)

Yours sincerely

AN Other  
Registrar  
Student Conduct & Partnerships  
Academic Quality Directorate