

## No Further Action Template

To be used when the Dean/Designee decides to take no further action on an academic misconduct case they have reviewed

(Date)

(Charged student's name and address)

Dear (Charged student's name):

Thank you for meeting with me on **(Date of informal conference)** to discuss the Student Code of Conduct charges filed against you by **(Name of charging party)** for academic misconduct. Pursuant to Section 14.4 of the Student Code of Conduct after our meeting and **(Speaking with you, reviewing the evidential information, interviewing witnesses etc.)**, I have determined that I could not find you in violation based on a preponderance of evidence presented. Consequently, I have decided to take no further action regarding your case.

Please note that I reserve the right to reopen your case if any relevant evidence should be brought forward that might persuade me to rethink my original decision. That being said, I wish you great success in achieving your academic goals at Wayne State University.

Sincerely,

(Dean/Designee name and title)

Pc: (Student Conduct Officer)  
(Others)