



Infraction Notice

Incident #: [Incident ID]

Student ID: [Student ID]

Dear [FNAMELNAME]:

This letter is to notify you a report was received where it is alleged you may be in violation of the University of Southern Indiana's *Student Rights and Responsibilities: Code of Student Behavior*. You are receiving this notice because you were either listed as an involved party or as a witness to the incident in question.

Copies of the incident report(s) will be shared with you at the administrative hearing, however, redacted copies of the report(s) may be obtained at least 24hrs prior to your scheduled meeting by contacting the Office of Student Conduct and Resolution Services; 468-2290.

INCIDENT DETAILS: [INCDATE]

[INCTIME]

[Area of Occurrence]

Alleged violations:

[violations]

*There is no need for you to act on this letter. However, within the next few days, you may be receiving a Meeting Notice. This Meeting Notice will detail the university hearing process to include the date and time of your administrative hearing.

Office of Student Conduct and Resolution Services

839 Pruis Lane * Evansville, Indiana 47712 * 812/468-2290 * Fax 812/465-1049