Date: 27. september 2023

Initials: X /Y

To [***navn på den studerende***]

This is to notify you that a report has been made to Student Services because of suspected irregularities according to the “Rules regarding disciplinary measures for students at SDU” from 1. May 2017, in your examination assignment in the course [***navn på fag og fagkode***]

As soon as possible you will receive a formal email from Student Services with an invitation to a consultation of parties and a copy of the report of the irregularities that have been reported.

The consultation of parties is a step in the case process, that SDU offers you according to the Danish administrative law. The consultation of parties is your opportunity to present your case.

The assessment of your examination paper is suspended until a decision has been made in the case. The decision determines whether the assignment will be assessed or dismissed for assessment. If you have received an assessment already, the outcome of the case might be that the assessment will be cancelled.

For more information please also view this link: <https://mitsdu.dk/da/cheat>

The caseworker, that will be handling your case, can be reached by phone at 6550 4470. Office hours are daily from 8 – 15.

Best regards

**YY**
xxx

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| Tlf. | +45 6550 xxxx |
| Mobil | +45 6011 xxxx |
| Email | xxxxxxx |
| Web | [xxxxxxxxx](http://www.sdu.dk/ansat/lju) |
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