To

[The Recipient Name]

**Re. Proclamation of Disciplinary Actions against Mr. Jim Stewart from the Semester V of Under-graduation Program of Business School of California with Registration No.459BSC2020**

It is to notify you that you have been unable to reach the demanded stipulation and the objective set for you in the previous reprimand letter. This letter has been drafted with the sole concern of informing and proclaiming strict disciplinary measures against you on the grounds of a misdemeanor in the class and deficient and miserable results.

First, you have been misconducting in the class of Basic Principles of Auditing and Accounts with Mrs. Emily Cooper who is your supervisor in writing the term paper of the Fundamental Auditing and Their Solutions.

It has been reported that you have been mistreating and incredibly misconducting with her. You have been behaving unprofessional and unethically toward the research methodology. She also reported that you did not attend several meetings on the research with the supervisory committee without notifying the research association. Later, it was found that you have been charged with plagiarism. It is seen that you have plagiarized a lot of data for your research in specific sections (the specified highlighted data can be seen enclosed).

Secondly, you could not meet the minimum requirement of the research CGPA and QP (Quality Policy) required for further enrolment. On the account of mentioned reasons, the Dean of the Management Sciences along with the reverend opinion of your supervisor has decided to take up strict disciplinary measures against you.

As you were already furnished with University Reprimand Fellowship Form and a verbal exhortation partially reprimanding the unprofessional attitude highlighting the objectionable codes of conduct, now this letter serves as a disciplinary action notice.

Presently pronounced disciplinary actions are the loss of the right to distinction even if rightfully earned on merit, loss of the right to get admission in any further program in the future, getting a deduction of 10% in the final result while suspending the issuance of transcript for a period of six months. You can refer to the legal advisor of the university in the Department of Student Affairs and Program Suspension for any kind of legal assistance.

Write to [X] or call at +[X] for further. Please find the entire evidence report and complaint letter enclosed.

Regards

Michelle Deck  
The Dean of Management Sciences  
School of Management and Finance  
University of Management and Finance  
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