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| --- | --- | --- | --- | --- | --- |
| **Section 1: Details of Referring member of staff:** | | | | | |
| **Referee Name:** | |  | | | |
| **Position / Job Title:** | |  | | | |
|  | |  |  | |  |
| **Section 2: Student Details:** | | | | | |
| **Name of Student:** | |  | **Student Number:** | |  |
| **Programme:** | |  | **Year of Study:** | |  |
| **Additional Info (complete as necessary):** | |  | | | |
|  | |  |  | |  |
| **Section 3: Details of Allegation:** | | | | | |
| **Specific allegation(s):** | |  | | | |
| **Summary of details pertaining to the allegation(s):** | |  | | | |
| **Do you consider this to constitute potential misconduct? (Yes/Unsure/No but I believe I need to report it)** | |  | | | |
|  | | | | | |
| **Section 4: Related Documentation Provided:** | | | | | |
| **Doc #** | **Type of Document:** | **Title of Document:** | | **Author/document provided by:** | |
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| **Any Additional Information *(please add any additional pertinent information/details below)*:** | | | | | |
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