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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:** |
| 1 |  |  |  |
| 2 |  |  |  |
| 3 |  |  |  |
| 4 |  |  |  |
| 5 |  |  |  |
| **Any Additional Information *(please add any additional pertinent information/details below)*:** |
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