

DATE

STUDENT NAME (ID)

SENT TO: DREXEL EMAIL

Dear STUDENT NAME:

After reviewing all of the information presented, I find it appropriate to grant your appeal. As a result, the following finding and/or sanctions have been amended:

- (EXPLAIN HOW THE FINDING AND/OR SANCTION WAS CHANGED)

The outcome of this case will be reported to Residential Living and Student Conduct and your disciplinary record will be adjusted accordingly.

If you have any questions regarding this letter please contact me directly at (INSERT EMAIL AND/OR PHONE NUMBER). If you have questions regarding the Code of Conduct, please contact Student Conduct at studentconduct@drexel.edu or 215.895.6074.

Sincerely,

NAME

TITLE

DEPARTMENT