

FORMAT FOR THE FORMAL INQUIRY REPORT OF STUDENT DISCIPLINARY MATTERS

Not Applicable

1. Date/s on which the inquiry was conducted :
2. Name of the student against whom the inquiry was conducted :
3. Charges framed against the student: (please attach charge sheet)
Name :
Charges :
4. Summary of the written Answer/s given by the student/s to the charge sheet/s:
Answer to charge No. i:
Answer to charge No. ii:
5. Witnesses who gave evidence against the student and summary of such evidence:
Name of the witness:
Summary of the evidence given:

Name of the witness:
Summary of the evidence given:
6. Witnesses who gave evidence for the student and summary of such evidence (if any):
Name of the witness:
Summary of the evidence given:

Name of the witness:
Summary of the evidence given:
7. Defense/s brought by student on his/her own behalf (if any):
Name:
Defense:

8. Documents perused by the Inquiry Panel:

9. Observations and determinations of the inquiry panel (whether the each charge is proved or not, with reasons for the decision)

Charge

Whether proved (please give reasons)

Charge

Whether proved (please give reasons)

10. Any other observations of the inquiry panel (if any):

11. Date of the Report:

Signature:

Name:

Chairperson of the Inquiry Panel

Signature:

Name:

Member of the inquiry Panel

Signature:

Name:

Member of the inquiry Panel