

[DATE]  
[NAME]  
[ADDRESS]  
[ADDRESS]

Delivered via electronic mail to: XXXX@andrew.cmu.edu

SUBJ: NO CONTACT ORDER

Dear [NAME],

I am writing to confirm that you are prohibited from having contact with [NAME] other than that which might be necessary for your academic pursuits at the university. This directive is effective immediately.

Specifically, you are to have no direct or indirect contact with [NAME]. This would include contact of verbal, written, electronic, or any other means. You may not contact [NAME] indirectly or directly through friends or other people.

Any contact initiated by you directly or indirectly will be considered a violation of this order and will result in Community Standards action.

This action is not to be interpreted as a finding of any violation of any university policy, is not a formal outcome, and does not preclude any Community Standards action from being taken as a result of any past interactions.

You may appeal this decision in writing to the dean of student affairs.

This No Contact Order remains in place until it has been terminated, in writing, by the Office of the Dean of Student Affairs following a determination that the arrangement is no longer warranted or necessary.

Please contact me at (412)268-XXXX if you have any further questions.

Sincerely,  
[NAME]

[TITLE]

cc: Student File  
University Police