

Discontinuation from Honor Program

Date: [Insert Date]

To: [Student's Name]

[Student's Address]

[City, State, Zip]

Dear [Student's Name],

We hope this message finds you well. We are writing to formally inform you of our decision to discontinue your participation in the Honor Program, effective [Insert Effective Date].

This decision was made after careful consideration of [briefly explain reasons, e.g., academic performance, adherence to program guidelines, etc.]. While we value the potential of all our students, we believe this course of action is in the best interest of your academic journey.

You are encouraged to pursue alternative programs and activities that align with your interests and goals. Our academic advisors are available to assist you in exploring new opportunities.

Thank you for your understanding and we wish you success in all your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Institution Name]

[Contact Information]