

Notice of Termination of Academic Contract

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

We are writing to formally notify you of the termination of your academic contract with [Institution's Name], effective immediately.

This decision is based on a thorough evaluation of your academic performance, which has not met the required standards set forth in our agreement and institutional policy. Despite previous discussions and support provided to enhance your performance, there has been insufficient improvement.

We encourage you to seek feedback and support in your future academic endeavors and wish you the best in your future pursuits.

If you have any questions regarding this notice, please feel free to reach out.

Sincerely,

[Your Name]

[Your Title]

[Institution's Name]

[Contact Information]