

Academic Review for Enrollment Continuation

Date: [Insert Date]

To: [Recipient's Name]

[Recipient's Title]

[School's Name]

[School's Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to formally request a review of [Student's Name]'s academic progress as we approach the continuation of enrollment at [School's Name] for the upcoming academic year.

As [Student's Name]'s [your relation, e.g. parent/guardian], I believe that [he/she/they] has demonstrated significant growth in [his/her/their] academic journey. [Insert specific examples of academic achievements, improvements, and contributions to school community].

We understand the importance of maintaining high academic standards at [School's Name], and we are committed to supporting [Student's Name] in [his/her/their] continued success. We request your consideration in reviewing [his/her/their] current standing and the potential for continued enrollment.

Thank you for your time and attention to this matter. We appreciate the dedication of the faculty and staff at [School's Name] and look forward to your positive response.

Sincerely,

[Your Name]

[Your Title/Relationship to Student]

[Your Contact Information]