

Dear [Student's Name],

I hope this message finds you well. We are writing to inform you about an important update regarding your academic track.

After reviewing your progress and academic interests, we believe that a realignment to the [New Academic Track] would better suit your goals and enable you to excel in your studies.

This transition will provide you with opportunities to engage in courses that align more closely with your aspirations and enhance your skill set in [specific subjects or areas]. We are confident that this change will support your academic journey positively.

Please feel free to reach out to us if you have any questions or need further assistance during this transition. We are here to support you every step of the way.

Best regards,

[Your Name]

[Your Title]

[Institution Name]

[Contact Information]