

Enrollment Termination Notice

Date: [Insert Date]

Email: [Insert Email]

Student Name: [Insert Student's Name]

Student ID: [Insert Student ID]

Program: [Insert Program Name]

Dear [Student's Name],

We regret to inform you that your enrollment in [Program Name] at [Institution Name] has been terminated effective immediately due to [reason for termination].

Please be advised that this decision was made in accordance with [Institution's Policy/Regulation]. We encourage you to review the attached documentation for further details.

If you have any questions or wish to appeal this decision, please contact [Name/Department] at [Contact Information] within [XX days].

We wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Title]

[Institution Name]

[Institution Address]