

# Re-enrollment Advising Letter

Date: [Insert Date]

Dear [Student's Name],

We are pleased to welcome you back to [University/College Name] for the upcoming academic semester. As a returning student, we want to ensure that your re-enrollment process is smooth and straightforward.

Here are the key steps to complete your re-enrollment:

1. **Review Your Academic Standing:** Log into your student portal to check your GPA and any holds on your account.
2. **Meet with an Academic Advisor:** Schedule an appointment with your academic advisor to discuss your academic plan and course selections.
3. **Complete the Re-enrollment Application:** Submit your re-enrollment application through the student portal by [Insert Deadline].
4. **Financial Aid and Tuition Payment:** Ensure that all financial aid applications and tuition payments are submitted before the deadline.

If you have any questions or need assistance during this process, please do not hesitate to reach out to the advising office at [Insert Contact Information]. We are here to help you succeed.

We look forward to seeing you back on campus.

Sincerely,

[Your Name]

[Your Title]

[University/College Name]

[Contact Information]