

Academic Transition Assistance

Date: [Insert Date]

Dear [Student's Name],

We are pleased to inform you about the academic transition assistance available to graduate students at [University/Institution Name]. As you embark on your graduate studies, we understand that the transition can be both exciting and challenging.

To support your success, we offer the following resources:

- One-on-one academic counseling
- Workshops on time management and study skills
- Peer mentorship programs
- Access to tutoring services
- Networking events with faculty and professionals

If you have any questions or would like to schedule an appointment, please do not hesitate to contact us at [Contact Information]. We are here to help you navigate this important transition.

Best regards,

[Your Name]

[Your Position]

[Department Name]

[University/Institution Name]

[Contact Information]