

# Academic Warning Notification

Date: [Insert Date]

To: [Student's Name]

Program: [Student's Program]

ID: [Student ID]

Dear [Student's Name],

We are writing to inform you that you are currently not meeting the academic standards required for your program. As per our records, your current GPA is [Insert GPA], which is below the required minimum of [Insert Minimum GPA].

This notification serves as an academic warning. It is crucial that you take immediate steps to improve your academic performance. We encourage you to seek assistance from academic advisors and utilize available resources such as tutoring services.

We recommend you schedule a meeting with your academic advisor within the next two weeks to discuss your current academic standing and develop a plan to enhance your performance.

Please take this warning seriously and make every effort to improve your academic situation. Failure to do so may result in further academic consequences, including probation or dismissal from your program.

We believe in your potential and are here to support you in your academic journey.

Sincerely,

[Your Name]

[Your Title]

[Department Name]

[University Name]

[Contact Information]