

# Letter of Understanding

Date: \_\_\_\_\_

Dear [Student's Name],

We are deeply sorry to hear about your recent loss. Please know that during this difficult time, we are here to support you.

Understanding the impact that grief can have on your academic performance, we would like to offer any accommodations you may need. Whether it's extended deadlines, access to counseling services, or a temporary relief from certain responsibilities, we want to help you navigate through this challenging period.

Please reach out to us if you feel comfortable, so we can discuss your needs and how we can assist you further. Your well-being is our priority.

Take the time you need, and know that we are thinking of you.

Sincerely,

[Your Name]

[Your Title]

[School/Organization Name]

[Contact Information]