

Internship Termination Letter

Date: [Insert Date]

[Intern's Name]

[Intern's Address]

[City, State, Zip Code]

Dear [Intern's Name],

We regret to inform you that your internship with [University/Organization Name], effective immediately, has been terminated due to ethical concerns that have come to our attention.

It is our responsibility to ensure that all participants uphold the highest standards of integrity and professionalism. After careful consideration, we have decided that your actions have not aligned with these standards.

We encourage you to reflect on this experience and understand the importance of ethical conduct in professional settings. If you have any questions or wish to discuss this matter further, please do not hesitate to reach out.

We wish you the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[University/Organization Name]

[Contact Information]