

# Academic Probation Notification

Date: [Insert Date]

Dear [Student's Name],

This letter serves as an official notification regarding your academic standing for the [insert semester/year]. As per our records, your cumulative GPA has fallen below the minimum requirement of [insert GPA threshold], which places you on academic probation.

It is important to understand that being on academic probation may affect your eligibility for scholarships and other academic opportunities. We strongly encourage you to seek academic support and utilize the available resources at [insert institution's academic support services].

Please be advised that you are required to meet with your academic advisor to develop a plan for improving your academic performance. You must lift your GPA above [insert GPA threshold] by the end of the next semester to be removed from probation.

We are here to support you in your educational journey, and we believe that with dedication and effort, you can achieve your academic goals.

If you have any questions, please do not hesitate to contact the academic advising office at [insert contact information].

Sincerely,

[Your Name]

[Your Title]

[Institution's Name]