

Academic Probation Notification

Date: [Insert Date]

Dear [Student's Name],

We hope this message finds you well. This letter serves as a formal notification that you have been placed on academic probation due to your current academic standing. We value your commitment to your education and are here to support you in improving your performance.

Requirements for Improvement

- Achieve a minimum GPA of [insert GPA] in the upcoming semester.
- Attend all scheduled classes and actively participate.
- Meet with your academic advisor bi-weekly to discuss progress and strategies.
- Complete assignments on time and seek help when needed.
- Utilize campus resources such as tutoring and counseling services.

Failure to meet these requirements may lead to further academic consequences, including the possibility of academic dismissal.

Please take this opportunity seriously and do not hesitate to reach out for assistance. We believe in your potential to succeed.

Sincerely,
[Your Name]
[Your Title]
[Institution's Name]