

# Probationary Enrollment Notification

Date: [Insert Date]

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

We are pleased to inform you that you have been granted probationary enrollment at [Institution Name] for the [insert term/year]. This decision is based on your recent application and the documentation provided.

Your probationary status commences on [start date] and will be subject to the following conditions:

- Maintain a minimum GPA of [insert GPA]
- Attend mandatory orientation sessions
- Meet with an academic advisor at least once per semester

We believe that this opportunity will allow you to demonstrate your abilities and commitment to your academic success. Please confirm your acceptance of this probationary enrollment by [insert response date]. If you have any questions or need further assistance, feel free to contact our office at [insert contact information].

We look forward to welcoming you to [Institution Name].

Sincerely,

[Your Name]  
[Your Title]  
[Institution Name]  
[Phone Number]  
[Email Address]