

# Academic Suspension Notification

Date: [Insert Date]

Dear [Student's Name],

We hope this message finds you in good spirits. After careful consideration of your academic performance during the [Insert Semester/Year], we regret to inform you that you are being placed on academic suspension due to not meeting the required academic standards.

We understand that this news may be disheartening, especially considering the mental health challenges you have faced recently. We want to acknowledge your struggles and emphasize the importance of your well-being during this time.

We encourage you to seek support from our counseling services, which are available to assist you through these difficulties. It is crucial that you prioritize your mental health and consider how it may have impacted your academic performance.

During your suspension, you will have the opportunity to reflect on your academic journey and develop a plan for your return. We sincerely hope that with the appropriate support, you can come back stronger.

Please feel free to reach out to the Academic Advising Office for guidance on the steps to take during your suspension and to discuss how we can support you moving forward.

We wish you the best in your personal and academic endeavors.

Sincerely,

[Your Name]

[Your Title]

[Institution Name]