

# Academic Probation Inquiry

Date: [Insert Date]

To: [Advisor/Dean's Name]

[University Name]

[Department Name]

[University Address]

Dear [Advisor/Dean's Name],

I hope this message finds you well. I am writing to inquire about my current academic probation status. I understand that my recent grades have not met the university's standards, and I would like to seek guidance on how I can improve my academic standing.

Could you please provide me with details regarding the requirements needed to lift my probation status? Additionally, I would appreciate any advice on academic resources or support services that may assist me in this process.

Thank you for your attention to this matter. I look forward to your response.

Sincerely,

[Your Name]

[Your Student ID]

[Your Contact Information]

[Your Degree Program]