

# Academic Probation Notification

Date: [Insert Date]

Dear [Student's Name],

We hope this message finds you well. We are writing to inform you that, after a review of your academic performance, you have been placed on academic probation for the current semester. Your cumulative GPA is currently below the required minimum of [Insert GPA Requirement].

To assist you in returning to good academic standing, we recommend scheduling a meeting with your academic advisor as soon as possible. They can help you develop a plan that will support your academic success moving forward.

It is crucial to take proactive steps during this probation period to improve your academic standing. Failure to do so may result in further academic consequences, which can include suspension from the program.

Please feel free to reach out to the graduate programs office at [Insert Contact Information] if you have any questions or require further assistance.

We wish you the best in your studies and look forward to seeing you regain your academic standing.

Sincerely,

[Your Name]

[Your Title]

[University Name]