

Heartfelt Dismissal Letter

Subject: Notification of Academic Dismissal

Dear [Student Name],

It is with sincere regret that we inform you of your dismissal from [Program Name] at [Institution Name], effective [Date]. Your academic performance has not met the standards required for continuation.

We understand that this news may be disappointing, and we want to emphasize that this decision reflects academic policy, not personal judgment. Resources for counseling, career guidance, and re-application procedures are available to assist you during this transition.

We wish you the very best in your future academic and professional endeavors.

Warm regards,

[Registrar/Academic Dean]

[Institution Name]

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