

Probation Warning Template

Subject: Academic Probation Warning

Dear [Student Name],

This notice serves as an official academic warning regarding your enrollment in [Program Name].

Due to your continued underperformance, you are placed on academic probation.

You are required to meet with your advisor and submit a detailed plan for improvement within [specified time frame]. Failure to comply may result in suspension or dismissal.

Sincerely,

[Dean/Head of Department Name]

[Institution Name]

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