# Student Dismissal Letter

[School/Institution Name]

[Address]

[City, State, ZIP Code]

[Date]

[Student's Name]

[Student's Address]

[City, State, ZIP Code]

Dear [Student's Name],

We regret to inform you that, due to [reason for dismissal, such as academic performance, disciplinary issues, etc.], you are dismissed from [School/Institution Name], effective immediately.

Please make arrangements to return any school property and settle any outstanding fees by [Deadline for Property Return and Fee Settlement].

We hope you find success in your future educational endeavors.

Sincerely,

[Your Name]

[Your Title]

[Your Contact Information]