Academic Support Referral Template

Subject: Student Referral for Academic Support Services

Dear Academic Support Team,

I am writing to refer [Student Name] for specialized academic support services. This student has been demonstrating [academic challenges/needs] and would benefit from additional resources.

Current academic performance shows [specific details]. The student excels in [strengths] but struggles with [areas of concern]. Previous interventions have included [what has been tried].

The student is motivated to improve and has expressed interest in [specific support services]. Their learning style appears to be [visual/auditory/kinesthetic] based on classroom observations.

I believe your intervention services would make a significant difference in this student's academic journey. Please schedule an assessment at your earliest convenience.

Best regards,

[Your Name]

[Title]

[School/Institution]

[Contact Information]

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