

Academic Warning for Drinking on Campus

Subject: Disciplinary Warning for Drinking Alcohol on Campus

Dear [Student Name],

This letter is issued to inform you that you were found consuming alcohol within the campus premises on [date], which violates the institution's code of conduct.

As a student, you are expected to uphold values of discipline and responsibility. This letter serves as an official warning and will be placed in your academic record. Any recurrence may lead to suspension or expulsion.

Please reflect on this matter seriously and adhere strictly to the school's policies henceforth.

Sincerely,

[Dean / Principal Name]

[Institution Name]

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