

## Probation Warning

Dear [Student],

I am sorry to inform you that following the publication of the recent module results, you are in breach of Senate Regulation 44, which defines the minimum number of credits to have been gained at various points in your studies. Your studies have therefore now been placed under probation. Senate Regulations can be found at:

<http://www.st-andrews.ac.uk/students/rules/ugsenateregulations/>.

You can only continue with your studies if you meet the following conditions:

1) You must explain in writing your poor performance this academic session and your reasons for thinking that you will be able to significantly improve your academic performance, by 5pm on [date of Friday preceding Advising period next semester]. If you believe that there is medical evidence which would explain your poor performance, of which the University is not already aware, please ask your doctor or specialist most acquainted with your condition to provide a report including any relevant information. Please email your explanation to [registry-ug@st-andrews.ac.uk](mailto:registry-ug@st-andrews.ac.uk).

If you will find it difficult to respond to this letter before the deadline stated above because of a registered disability or learning difficulty, you should inform us of this, if possible before the deadline elapses. Additional time may be granted in cases where this is necessary. If you require any of the documentation in an additional format, please also contact us.

2) Take and pass [40 if full-time, or 20 if part-time] credits per semester for the next two semesters at the first assessment diet, not on re-assessment. Note that depending on your situation it may be appropriate to take further credits.

3) Contact Student Services by 5pm on Monday of Week 1 (date inserted) to make arrangements for the level of support they feel is necessary. You must attend regular meetings with Student Services according to a schedule set by them.

4) Meet me to discuss your situation. You will be emailed details of your appointment.

If you have any queries about this, feel free to contact your [Adviser of studies/Personal tutor], or me directly at [Pro Dean (Advising/Medicine) email address].

Yours sincerely,

[Pro Dean (Advising/Medicine)]

cc:

Adviser(s) of Studies/Personal tutor

Student Services