

Luke OverHill

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Saturday, October 26, 2002

United Parts and Wires
Suite 130-A
2010 Airport Way
Red Oaks, CA 99942

Subject: Student Work Experience - Probation Status

Frank Abel (SSN 111-22-3333), a student in your employ, has had his/her grade point average fall below 2.0. As a result of this, the student is being put on academic probation for the duration of the grading period.

This letter serves as your official notification of Frank's probationary status.

If Frank's grades do not improve, state law requires that we withdraw his or her student work permit.

Please encourage Frank to work on his or her studies. Student tutoring is available and most students can bring up their grades with effort and motivation.

Sincerely,



Jennifer Jernigan
Work Experience Coordinator
(111) 222-3333 x 4444