

DISCONTINUE AIS

Date: _____

Dear (name of parent/Guardian),

We are please to inform you that _____(student's name) has completed _____(remediation course) from _____(dates). Your student was originally placed in Academic Intervention Services due to (list criteria).

(Name of testing and or teacher recommendation) show that he/she has obtained the competencies necessary to perform at an acceptable level for his/her grade at this time.

Attached you will find the exit criteria for (AIS provided). If you have any questions, please contact (staff member/telephone number).

Sincerely,