

Date

Office of Admissions
Shippensburg University
1871 Old Main Drive
Shippensburg, PA 17222

Dear Director of Admissions:

My name is _____, Social Security Number
_____. I attended the Academic Success Program Bridge
Program 200X. Unfortunately I did not meet the necessary requirements to matriculate
to the Fall 200X Semester. I understand that in order to return to Shippensburg
University, I must complete 9 credit hours at another post-secondary institution and
acquire a minimum 2.2 GPA. Please keep my application active with Shippensburg
University, I plan to meet the necessary requirements and return to Shippensburg
University in the _____ semester.

I am currently enrolled at _____ and am taking or have taken
the following courses:

Sincerely,

Student Name