



**SAMPLE  
COURSE DEFICIENCY NOTICE**

Date: \_\_\_\_\_

Student Name: \_\_\_\_\_

Dear NM MESA PARENT:

In order for your son/daughter to remain in NM MESA for this school year, he/ she must enroll in a college prep math, science, and English course. Please note the following item pertaining to your son/ daughter:

1. On looking over his or her class schedule for this semester, I find that \_\_\_\_\_ (student) did not select \_\_\_\_\_ (course). This may result in your student being dropped from NM MESA unless corrective action is taken immediately.
2. Although \_\_\_\_\_ (student) has selected a math, science and English course, you should be aware that \_\_\_\_\_ (course) does not meet eligibility requirements for NM MESA monetary incentive awards. However, your son/daughter may remain in the NM MESA program.

Please contact me immediately for further details and possible corrective actions.

Sincerely,

NM MESA Advisor (s)