**Dear \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,**

**Please meet with a Writing Mentor at the Writing Centre.**

**You have been asked to receive this support because:**

[ ]  You received a mark of 60 or below.

[ ]  You have not submitted your assignment.

[ ]  You have missed two or more tutorials.

[ ]  I feel that you could benefit from this support.

**Potential benefits of meeting:**

[ ]  Extension on assignment

[ ]  Resubmit assignment

[ ]  Improve mark on next assignment

You are required to attend at least one session with a Writing Mentor, and present me with the Writing Centre checklist after you have met.

Contact writingcentre@adelaide.edu.au for any questions.

The Writing Centre is located in Level 3 East, Hub Central. Writing Mentors hold drop in hours from 10-4, Monday-Friday. Click here for a map to the [Writing Centre](http://www.adelaide.edu.au/hub-central/images/tour.pdf).