(Date)

(Student Name)

(Local Mailing Address)

**LETTER OF WARNING**

Re: Progress in SC/CZ/CE4079 -- Final Year Project

Dear [Student Name],

I am writing to address concerns regarding your performance in the Final Year Project. Regrettably, your progress has been far from satisfactory.

This serves as the first warning letter, indicating the seriousness of the situation. It is imperative that you show considerable improvement in your performance promptly. Failure to do so may result in unfavorable consequences, potentially leading to failure in your Final Year Project.

This letter is being issued to ensure you are aware of the severity of the matter. I encourage you to take immediate and effective measures to enhance your performance.

A copy of this letter has also been forwarded to Dr. Li Fang, the FYP Coordinator, for reference and record.

Yours sincerely,

(E-signature)

[Title and Name of FYP Supervisor]

School of Computer Science and Engineering

Nanyang Technological University