

INTENT TO DISASSOCIATE

(Need 4 copies)

Date: _____

Math 150

Section: _____

To: _____

From (Group Name): _____

Because of your failure to work successfully within this group as evidenced by

(fill in blank appropriate to the situation)

notice is hereby given to you that _____ (group name) is seriously considering your disassociation from this group.

If this situation is not corrected within _____ (a reasonable and specific time period), you will receive a follow-up letter from this group formally disassociating you.

Sincerely,

Group _____

Group members' signatures below:

Course instructor's signature: _____

Course teaching assistant signature: _____

(Course instructor and TA– Sign all 4 copies. Give 1 copy to the named student, 1 copy to the group, 1 copy for the TA, and 1 copy for the instructor.)

LETTER OF DISASSOCIATION

(Need 4 copies)

Date: _____

Math 150

Section: _____

To: _____

From (Group Name): _____

Please consider this letter your official disassociation from _____(group name), since there has been no concerted effort on your part to change the conditions this group outlined in the Intent to Disassociate letter sent to you on _____(date).

Note to Group: If any further conditions have arisen, please note them in a separate paragraph here.

Sincerely,

Group _____

Group members' signatures below:

Course instructor's signature: _____

Course teaching assistant signature: _____

(Course instructor and TA– Sign all 4 copies. Give 1 copy to the named student, 1 copy to the group, 1 copy for the TA, and 1 copy for the instructor.)