

Formal academic class cancellation letter

Subject: Cancellation of Advanced Statistics Course - Spring 2025

Dear Students,

I regret to inform you that the Advanced Statistics course (STAT 485) scheduled to begin on March 15, 2025, has been cancelled due to insufficient enrollment.

Despite our marketing efforts, we received only eight registrations, which falls below the minimum threshold of fifteen students required to run this specialized course effectively.

All students who have already registered will receive a full refund within 5-7 business days. The refund will be processed to your original payment method.

We encourage you to consider the following alternative courses that may fulfill similar academic requirements:

- Introduction to Data Analytics (STAT 380)
- Business Statistics (STAT 350)
- Research Methods (PSYC 485)

Academic advisors are available to discuss these alternatives and their applicability to your degree program. Please contact the Statistics Department at stats@university.edu to schedule an appointment.

We apologize for any inconvenience this may cause to your academic planning.

Sincerely,

Dr. Robert Chen

Chair, Department of Statistics

Central State University

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