



June 20, 2023

To Whom It May Concern:

I am pleased to write in support of appeal and an academic plan for Dorothy Zbornak (UAlbany ID # 008675309) who is currently matriculated in the MFA Italian Culinary program. Dorothy and I met to discuss her situation as to why she is not meeting SAP. We have designed a path towards graduation. Dorothy is scheduled to graduate at the end of the Fall 2023 semester. She will be taking 15-degree applicable credits in Summer 2023- and 16-degree applicable credits in the Fall 2023 that will allow her to complete requirements for graduation.

Summer 2023:

- Wig Design (3 credits)
- Makeup Design (3 credits)
- History of Pasta al Forno (4 credits)
- The Golden Girls Anthology – Picture It! (5 credits)

Total: 15 credits

Fall 2023:

- SAP and your College Success (5 credits)
- Wagyu, Prosciutto, and Chateaubriand, Oh My! (5 credits)
- Financial Aid 301 (3 credits)
- Elective (3 credits)

Total: 16 credits

This plan will allow her to focus on academics as well as maintain a good grade point average. With support from her advisor, the academic support team, and utilizing the tools available on campus, I am certain she will be successful and graduate by the end of Fall 2023. We have set time for weekly check-ins to discuss academic progress and she will be receiving assistance from a tutor. If the student must deviate from the original plan, we will discuss the options and submit a new academic plan.

Please let me know if you have any questions or need additional information. I would be glad to provide this information.

Sincerely,

Sophia Petrillo
Director of Italian Culinary Program
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