



A NY Model Batterer Program ~ www.nymbp.org
VCS Domestic Violence Program for Men

Phyllis B. Frank, Director | Susanne Fitzpatrick, Records and Administration
Darla Salmon, Court Liaison/Registrar | Maria Perez, Court Liaison/Interpreter

Dismissal Letter

Date:

Participant's Name:

Address:

City, State, Zip

Dear (Participant's name):

You were dismissed from the VCS Domestic Violence Program for Men on (date) due to too many absences. (Or other reason typed in)

As you are aware, in the Policy Agreement that you signed, it was indicated that you could take one absence in the first four sessions held. You took a 2nd absence, which resulted in your dismissal

or

As you are aware, in the Policy Agreement that you signed, you could be absent up to (3 or 6) times. You were absent a (4th or 7th) time which resulted in your dismissal.

or

As you are aware, in the Policy Agreement that you signed, it was indicated that you could only be absent two times in a row. You were absent a 3rd time, which resulted in your dismissal.

or

As you are aware, in the Policy Agreement that you signed, it was indicated that you could only take three absences in the first 26 sessions of a 52 session order. You took a 4th absence, which resulted in your dismissal.

If you are required to continue attending the VCS Domestic Violence Program for Men, you will have to register and begin again.

Sincerely,

PBF/

2018

