

## TEMPLATE A

(Date)

Dear (Trainee's Name):

Pursuant to the Peace Corps Act, 22 U.S.C. 2504 (i), and Peace Corps Manual Section 284, this is to notify you that your service as a Peace Corps Trainee is hereby terminated effective (DATE). You were provided an option to resign in lieu of this separation and elected not to resign.

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Regional Director (Trainee in the United States)  
Country Director (Trainee Overseas)