

[Date]

[Policyholder Name]

[Address Line 1]

[City, State, Zip Code]

Subject: Renewal of Student Driver Discount - Policy #[Policy Number]

Dear [Policyholder Name],

Your auto insurance policy is approaching its renewal date on [Renewal Date]. Our records show that a student driver is currently listed on your policy and is receiving a "Good Student Discount."

To ensure this discount remains active for the upcoming term, we require updated proof of academic eligibility. To qualify, the student must be under the age of 25, enrolled full-time in high school or college, and meet one of the following criteria:

- A grade point average (GPA) of 3.0 (B) or higher.
- Inclusion on the Dean's List or Honor Roll.
- Ranking in the upper 20% of their class.

Please submit a copy of the student's most recent official transcript or a signed letter from a school official by [Due Date]. You may submit these documents via:

- **Email:** [Email Address]
- **Fax:** [Fax Number]
- **Online Portal:** [Website URL]

If we do not receive the required documentation by the deadline, the discount will be removed, which may result in an increase in your premium. If the student has recently graduated or is no longer enrolled full-time, please contact us to discuss other potential savings.

Thank you for choosing [Insurance Company Name].

Sincerely,

[Agent Name/Department]

[Insurance Company Name]

[Phone Number]