

Notification of Missed License Exam Registration

Date: [Insert Date]

Dear [Recipient's Name],

We hope this message finds you well. This is to inform you that the registration period for the upcoming license examination has closed, and it appears that you have not registered for the exam.

If you intended to register, we highly encourage you to reach out to our office as soon as possible to discuss your options. Please keep in mind that late registration may not be available, and there may be other upcoming testing opportunities.

We understand that circumstances may arise, and we are here to assist you in any way we can. If you have any questions or need further assistance, please do not hesitate to contact us at [insert contact information].

Thank you for your attention to this matter.

Sincerely,

[Your Name]

[Your Position]

[Organization Name]

[Contact Information]