

Subject: Consultation Request Regarding Overlapping Exam Schedule

Dear [Recipient's Name],

I hope this message finds you well. I am writing to address a concern regarding the exam schedule for the upcoming semester. It has come to my attention that there are overlapping exam times for [Course Name] and [Course Name], which I am currently enrolled in.

The exams are scheduled for [Date & Time for Exam 1] and [Date & Time for Exam 2], which unfortunately coincide. This overlap presents a significant challenge for me to adequately prepare and perform to the best of my abilities in both subjects.

I would like to request a consultation to discuss potential solutions, such as rescheduling one of the exams or exploring alternative arrangements. I believe that with your guidance, we can find a satisfactory resolution.

Thank you for considering my request. I look forward to your response.

Best regards,

[Your Name]

[Your Student ID]

[Your Contact Information]