

Inquiry About Course Schedules

Dear [Recipient's Name],

I hope this message finds you well. I am writing to inquire about the upcoming course schedules for the [specific program or department] for the [specific term or semester].

As I am looking to plan my academic pathway effectively, I would greatly appreciate any information you could provide regarding the following:

- Course offerings for the upcoming term
- Important dates (registration, drop/add period, etc.)
- Any prerequisites or special requirements

Thank you for your assistance with this matter. I look forward to your response.

Sincerely,
[Your Name]
[Your Contact Information]