

Final Exam Period Notification

Date: [Insert Date]

Dear [Student's Name],

We would like to inform you that the final examination period for the [Course/Program Name] will take place from [Start Date] to [End Date]. Please ensure that you are prepared and have reviewed all necessary materials.

Examination schedule:

- [Subject 1] - [Date and Time]
- [Subject 2] - [Date and Time]
- [Subject 3] - [Date and Time]

If you have any questions or concerns, please do not hesitate to reach out to [Contact Information].

Best regards,

[Your Name]

[Your Position]

[School/Organization Name]