

Announcement: Revised Exam Timetable

Date: [Insert Date]

Dear Students,

We hope this message finds you well. We would like to inform you that there has been a revision to the exam timetable for the upcoming semester. Please find the details of the revised schedule below:

Revised Exam Timetable

Subject	Date	Time
[Subject 1]	[New Date 1]	[New Time 1]
[Subject 2]	[New Date 2]	[New Time 2]
[Subject 3]	[New Date 3]	[New Time 3]

Please ensure that you make a note of these changes and plan accordingly. We apologize for any inconvenience this may cause and appreciate your understanding.

If you have any questions or concerns, feel free to reach out to the administration office.

Best regards,

[Your Name]

[Your Position]

[Institution Name]