

Subject: Request for Second Major Advising Appointment

Dear [Advisor's Name],

I hope this message finds you well. My name is [Your Name], and I am currently a [Your Current Major] major at [University Name]. I am writing to request an advising appointment to discuss my interest in pursuing a second major in [Desired Second Major].

As I navigate my academic journey, I believe that adding a second major will enhance my educational experience and provide me with a broader skill set relevant to my career goals. I would greatly appreciate your guidance on how to effectively manage this transition and any necessary steps I need to take.

Could you please let me know your availability for a meeting in the coming weeks? I am flexible with my schedule and can adjust to the times that work best for you.

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

Sincerely,

[Your Name]

[Your Student ID]

[Your Contact Information]

[Your Degree Program]