

# Confirmation of Attendance

Dear [Attendee's Name],

We are pleased to confirm your registration for the Academic Advising Workshop scheduled on [Date] at [Time]. The workshop will take place at [Location].

This workshop aims to enhance your advising skills and provide valuable resources to better assist students in their academic journeys. You will also have the opportunity to network with fellow advisors.

Please find the details below:

- **Date:** [Date]
- **Time:** [Time]
- **Location:** [Location]
- **Duration:** [Duration]

If you have any questions, please feel free to contact us at [Contact Information].

We look forward to seeing you there!

Best regards,

[Your Name]

[Your Position]

[Your Institution]