

Welcome to New Student Advising Orientation!

Dear [Student's Name],

We are excited to have you at our upcoming New Student Advising Orientation. Below is the contact information you may need:

Contact Information

- **Advising Office:** Academic Advising Center
- **Phone:** (123) 456-7890
- **Email:** advising@university.edu
- **Office Hours:** Monday - Friday, 9 AM - 5 PM
- **Location:** Building A, Room 101

If you have any questions prior to the orientation, please feel free to reach out to us!

Best regards,

[Your Name]

[Your Title]

Academic Advising Center