

Dear [Student's Name],

I hope this message finds you well. I am writing to provide you with an update regarding your dual degree program. As you know, pursuing a dual degree requires careful planning and coordination, and I would like to ensure that you are on track to meet your academic goals.

Here are some important updates and reminders:

- **Course Registration:** Please check the upcoming registration dates for your next semester and ensure you are enrolled in the required courses for both degrees.
- **Advising Meetings:** Schedule a meeting with me at your earliest convenience to discuss your progress and any challenges you may be facing.
- **Degree Requirements:** Review the degree requirements for both programs to ensure you are completing the necessary coursework.

If you have any questions or need further assistance, please do not hesitate to reach out. I am here to support you throughout your academic journey.

Best regards,

[Your Name]

[Your Title]

[Your Department]

[Your University]

[Your Contact Information]