

Course Repetition Consultation Request

Date: [Insert Date]

Dear [Student's Name],

I hope this message finds you well. I am writing to discuss your recent academic performance in [Course Name] and explore the option of course repetition to further enhance your understanding and skills in the subject.

Your current grade and the feedback from your assignments indicate that you may benefit from revisiting the course material. This could provide you with a stronger foundation for your future studies and improve your overall performance.

I would like to invite you to a consultation session where we can discuss this matter further. Please let me know your availability for a meeting within the next week, and I will do my best to accommodate you.

Thank you for your attention, and I look forward to your response.

Best regards,
[Your Name]
[Your Title/Position]
[Institution Name]
[Contact Information]