

Subject: Inquiry About Scheduling an Advising Session

Dear [Advisor's Name],

I hope this message finds you well. I am [Your Name], a [Your Year, e.g., sophomore] majoring in [Your Major] at [Your University]. I am reaching out to inquire about scheduling an advising session to discuss my academic progress and future course selections.

Would you kindly let me know your available times for a meeting in the coming weeks? I am flexible and can adjust my schedule to accommodate your availability.

Thank you for your assistance. I look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Student ID]

[Your Contact Information]