

# Letter Addressing Concerns in Graduate Advising

Date: [Insert Date]

[Recipient's Name]

[Recipient's Title]

[University/Department Name]

[University Address]

Dear [Recipient's Name],

I hope this message finds you well. I am writing to express some concerns regarding the graduate advising process within our department. As a current graduate student, I have encountered several issues that I believe warrant attention.

Firstly, [describe the specific concern or experience related to advising]. This has impacted my ability to [explain how it affects your academic progress or experience].

Additionally, I have noticed that [mention any additional concerns, such as lack of communication, availability of advisors, etc.]. I feel that addressing these issues could greatly enhance the overall experience for both current and future graduate students.

Thank you for considering my concerns. I genuinely appreciate the efforts of the faculty and staff in supporting our academic journey. I am hopeful that we can work together to improve the advising system.

Warm regards,

[Your Name]

[Your Student ID]

[Your Program/Department]

[Your Contact Information]