

Graduate Advising Meeting Confirmation

Dear [Student's Name],

This is to confirm our graduate advising meeting scheduled for **[Date]** at **[Time]**. We will meet in **[Location/Platform]**.

During our meeting, we will discuss your academic progress, course selection, and any questions you may have.

If you need to reschedule or have any specific topics you would like to cover, please let me know.

Looking forward to our meeting.

Best regards,

[Your Name]

[Your Title]

[Your Department]

[Your Contact Information]