

Graduate Advising Appointment Request

Dear [Advisor's Name],

I hope this message finds you well. I am writing to request a meeting for graduate advising regarding my academic progress and course selection.

Could we schedule an appointment at your earliest convenience? I am available on [insert your available days and times], but I am willing to adjust to fit your schedule.

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

Best regards,

[Your Name]

[Your Student ID]

[Your Contact Information]

[Your Program]