

Notification of Academic Support

Dear [Student's Name],

I hope this message finds you well. I am writing to inform you that I, [Advisor's Name], will be your Student Academic Support Advisor for this academic term. My role is to assist you in navigating your academic journey and to provide any support you may need.

Feel free to reach out to me if you have any questions regarding your courses, academic resources, or if you need assistance in developing effective study strategies.

To schedule a meeting, please contact me at [Advisor's Email] or [Advisor's Phone Number]. I am here to help!

Best regards,

[Advisor's Name]
Student Academic Support Advisor
[Institution Name]
[Institution Address]
[Advisor's Email]
[Advisor's Phone Number]