

Dear [Advisor's Name],

I hope this message finds you well. I am [Your Name], a [Your Year, e.g., sophomore] student majoring in [Your Major]. I would like to schedule a meeting with you to discuss my academic progress and seek guidance on course selection for the upcoming semester.

Could you please let me know your available times in the next couple of weeks? I am flexible and can adjust my schedule to accommodate yours.

Thank you for your time, and I look forward to your response.

Best regards,

[Your Name]

[Your Student ID]

[Your Contact Information]