

Examination Dates Reminder

Dear [Student's Name],

This is a reminder that your upcoming examination dates are as follows:

- **Subject 1:** [Date & Time]
- **Subject 2:** [Date & Time]
- **Subject 3:** [Date & Time]

Please ensure you are prepared and arrive at the examination venue at least 15 minutes prior to the start time.

If you have any questions or concerns, feel free to reach out to your academic advisor.

Best regards,

[Your Name]

[Your Position]

[Your Institution]