

Request for Thesis Defense Scheduling

Dear [Committee Chair's Name],

I hope this message finds you well. I am writing to formally request the scheduling of my thesis defense for my research titled "[*Thesis Title*]". I have completed my thesis and believe that I am ready for the defense.

To facilitate the scheduling, I am available on the following dates:

- [Date 1]
- [Date 2]
- [Date 3]

Please let me know if any of these dates work for the committee, or if there are alternative dates that you would prefer.

Thank you for your consideration. I look forward to your response.

Sincerely,

[Your Name]
[Your Program]
[Your University]
[Your Email]
[Your Phone Number]