

Examination Schedule Confirmation

Date: [Insert Date]

Dear [Student's Name],

We are pleased to confirm your examination schedule for the upcoming academic term. Please find the details below:

Examination Details:

Subject	Date	Time	Venue
[Subject 1]	[Date 1]	[Time 1]	[Venue 1]
[Subject 2]	[Date 2]	[Time 2]	[Venue 2]
[Subject 3]	[Date 3]	[Time 3]	[Venue 3]

Please ensure that you arrive at the venue at least 30 minutes before the scheduled time. Should you have any queries regarding your schedule, do not hesitate to contact us.

Best regards,

[Your Name]

[Your Title]

[Institution Name]

[Contact Information]