

Midterm Exam Dates Notification

Date: [Insert Date]

Dear Students,

We hope this message finds you well. We are writing to inform you of the upcoming midterm exam schedule for the semester.

Midterm Exam Schedule:

- **Course Name 1:** [Date & Time]
- **Course Name 2:** [Date & Time]
- **Course Name 3:** [Date & Time]

Please ensure that you are prepared and mark your calendars accordingly. If you have any questions or require further assistance, do not hesitate to reach out.

Best regards,

[Your Name]

[Your Title]

[Institution's Name]

[Contact Information]