

Dear [Student's Name],

I hope this message finds you well. This is a friendly reminder to submit your feedback for the [Course Name] course that concluded on [End Date]. Your insights are invaluable for enhancing the quality of our programs.

Please take a few moments to complete the feedback form available at the following link: [Feedback Form Link]. The deadline for submission is [Submission Deadline].

Thank you for your cooperation and support!

Best regards,

[Your Name]

[Your Position]

[Institution/Organization Name]

[Contact Information]