**Write an email to "Schedule a meeting with your facilitator"**

**Subject**: Request for Meeting with Facilitator

Dear Sir,

I hope this email finds you in good health and high spirits. I am reaching out to request a meeting with you to discuss [the purpose of the meeting]. As a student under your guidance, I believe that meeting with you will provide me with the opportunity to enhance my skills.

I understand that you have a busy schedule, and I am available to meet at your convenience. If possible, please suggest a few dates and times that work for you, and I will do my best to accommodate them.

Furthermore, if there are any specific documents or materials that you would like me to bring to the meeting, please let me know in advance, and I will make sure to have them prepared.

Thank you for your time and consideration. I look forward to our meeting and appreciate your continued support throughout my academic journey.

Best regards,

Abdul Hannan