

Subject: Inquiry about research opportunities

Dear Dr. [Last name] (or appropriate title),

I am {Your name}, a [Year] in college majoring in [Major] with a minor in [Minor] (if applicable). I am writing to express my interest in learning more about your research on [Research Topic].

After graduating from the University of North Dakota, I plan to [Career goal]. I believe conducting research under your guidance would be a valuable experience that would help me achieve my goals.

I have [Number] years of research experience in [Area of research experience]. In my previous role, I [List of relevant tasks and accomplishments]. (If you don't have research experience, express your excitement to learn.)

I am a highly motivated and results-oriented individual with a strong work ethic. I am also a quick learner and I am eager to take on new challenges.

I have attached my CV/resume for your review. I am available for an interview at your convenience.

Thank you for your time and consideration. I look forward to hearing from you soon.

Sincerely,
[Your name]

Email
Phone

Optional: You may also want to mention how you learned about the professor's research. For example, you could say "I learned about your research on your website" or "I heard about your research from a current student in your lab."