

# Request for Academic Mentor Assistance

Date: [Insert Date]

To,

[Mentor's Name]

[Mentor's Title/Position]

[Organization/Institution Name]

Dear [Mentor's Name],

I hope this message finds you well. I am writing to seek your assistance as I navigate my academic journey. As a [Your Year, e.g., sophomore] in [Your Major/Program] at [Your Institution], I am eager to gain insights and guidance to enhance my studies and professional development.

Specifically, I am looking for support in [briefly specify the areas you need help with, e.g., course selection, research opportunities, etc.]. Your expertise in [Mentor's Field or Area of Expertise] would be exceptionally valuable to me.

I would be grateful if we could arrange a meeting at your convenience, whether in person or virtually. Thank you very much for considering my request, and I look forward to your positive response.

Sincerely,

[Your Name]

[Your Student ID]

[Your Email Address]

[Your Phone Number]