

Dear [Professor/Dr. Last Name],

I hope this message finds you well. I am writing to ask if you would be willing to provide a reference for me as I apply for a teaching position at [University/Institution Name]. As you know, I am passionate about [specific subject area or pedagogical approach] and believe that this opportunity aligns well with my goals and experiences.

Having had the privilege to work under your guidance during [class, research project, etc.], I believe you can provide valuable insights into my teaching abilities and commitment to education. The deadline for submission is [Deadline Date], and I would be happy to provide any additional information you might need to assist in your reference.

Thank you very much for considering my request. I appreciate your support and mentorship throughout my academic journey.

Sincerely,

[Your Name]

[Your Contact Information]

[Your Position/Title, if applicable]