

Dear [Recipient's Name],

I hope this message finds you well. I am writing to seek your support in securing a graduate assistantship position for my upcoming academic year at [University Name]. As someone who has guided me through my academic journey, I greatly value your insight and connections within the field.

I am particularly interested in positions related to [specific area of interest], and I believe that your professional network may include individuals or departments that could benefit from my skills and dedication.

If you are aware of any opportunities or could connect me with colleagues who might be looking for graduate assistants, I would greatly appreciate it. Additionally, any advice or recommendations you could provide would be incredibly helpful.

Thank you very much for your time and support. I look forward to hearing from you soon.

Sincerely,  
[Your Name]  
[Your Contact Information]  
[Your Program and Year]