

Request for Academic Reference

Dear [Professor's Name],

I hope this message finds you well. I am reaching out to request your support as I embark on my job search in [specific field or job title]. I am currently applying for positions that align with my academic background and skills, particularly [specific roles or companies].

Having had the privilege to learn from you in [specific course or project], I believe your insights into my abilities would greatly enhance my applications. If you are comfortable, I would be truly grateful if you could provide a reference and perhaps share your thoughts on my performance during my time in your class.

Please let me know if you would be willing to assist me with this. I can provide any additional information or updates on my job search if needed.

Thank you very much for considering my request. I deeply appreciate your time and support.

Warm regards,

[Your Name]

[Your Contact Information]