

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Professor's Name]

[University's Name]

[Department]

[University's Address]

[City, State, Zip Code]

Dear [Professor's Name],

I hope this message finds you well. I am writing to request your support in my application for a teaching assistantship position for the upcoming semester. Having had the opportunity to learn from you during [Course Name] and participate in [specific project or context], I believe your insight into my abilities would greatly strengthen my application.

The teaching assistantship aligns perfectly with my academic goals and interests in [specific field or subject]. Your understanding of my work ethic, commitment to education, and passion for [related subject] would provide valuable context for my candidacy.

If you are willing, I would greatly appreciate if you could provide a letter of recommendation on my behalf by [due date]. I am happy to provide any additional information you may need to assist you in writing the letter.

Thank you very much for considering my request. I truly value your guidance and support.

Warm regards,

[Your Name]

[Your Student ID (if applicable)]