

**Sample e-mail to faculty member**

**Re: Becoming involved with a potential SRP 99 faculty project**

SUBJECT LINE: Student interested in SRP 99 research opportunity

ATTACHMENT: I Twinn CV.docx

Dear Professor Imma Bruin,

I am a first-year UCLA undergraduate student majoring in Psychology. I wish to enroll in the Student Research Program (SRP) 99 Contract Course administered by the Undergraduate Research Center—Humanities, Arts, and Social Sciences. The program offers course units for research completed under the guidance of a UCLA faculty mentor.

I see by your faculty page that your research and teaching interests include stress in the workplace, and I recently read your article in *Psychology Research* entitled "Stress Analysis in the Workplace."

I am interested in working with you on any current research you are undertaking in this area or on related issues. As an engaged SRP student, I would look forward to contributing to research on these topics while developing my skills.

If you have a research opportunity available, I would greatly appreciate meeting with you to discuss the possibility of enrolling in an SRP 99 research course with you for the upcoming quarter. I am available on Tuesdays and Fridays after 2:00 p.m. for a meeting or interview. Please find my CV attached for your review.

I appreciate your time and consideration.

Sincerely,  
Ilene Twinn  
UCLA email  
Phone number