

Tips for Reaching out to Faculty Mentors for Research Opportunities



General Tips

- When looking for a potential research mentor, you may want to start by talking with medical students ahead of you (reviewing the UCCOM Specialty Information Sheets and exploring the UCCOM Office of Medical Student Research website).
- When reaching out to potential mentors for research opportunities, it's essential to be polite, concise, and demonstrate genuine interest in their work. Additionally, always remember to proofread your messages for any errors before sending them.
- The following examples are to give you a starting point – be sure to personalize your message and use your own words.

Faculty Mentor Outreach Email #1:

Introduction via Email: Subject: Introduction and Interest in Research Opportunities

Dear Dr. [Mentor's Last Name],

I hope this email finds you well. My name is [Your Name], and I am a [X]-year medical student at [Your Institution]. I am reaching out to express my interest in getting involved in research within [specific field or area of interest]. Dr. X referred me to you since you have expertise in this field OR I have recently heard you lecture about (topic) in [in class or other venue] and found it very interesting.

I am eager to gain research experience and would greatly appreciate the opportunity to discuss potential research projects or opportunities within your team. Would it be possible to schedule a brief meeting or call at your convenience to further discuss this?

Thank you for considering my request. I look forward to hearing from you.

Sincerely, [Your Name] [Your Contact Information]

Faculty Mentor Outreach Email #2:

Introduction during Office Hours or In Person: "Hello Dr. [Mentor's Last Name],

My name is [Your Name], and I am a medical student here at [Your Institution]. I've been following your research in [mention specific field or area of interest], and I find it fascinating. I'm very interested in gaining research experience and was wondering if you have any ongoing projects or opportunities for medical students to get involved in your lab or research team?"

Thank you for your time, and I look forward to hearing from you.

Sincerely, [Your Name] [Your Contact Information]