

Reccommendation Letters

Initial LOR Email Template

Hi Dr. [Name],

I hope you've been doing well! I really enjoyed working with you during [class/research/shadowing/etc.] and learned a lot from the experience, especially about [memorable things you learned or took from the experience].

I'm currently applying to [medical school/program/opportunity], and I was wondering if you would feel comfortable writing me a strong letter of recommendation.

I completely understand if you're too busy or unable to at this time, but I truly appreciate all of your support and mentorship regardless.

Thank you so much!

Kind wishes,
[Your Name]

Follow Up LOR Template

Hi Dr. [Name],

I hope you've been doing well! My name is [Your Name], and I had the opportunity to work with you during [class/research/shadowing/etc.]. I really enjoyed working with you and learned a lot from the experience.

I'm currently applying to [medical school/program/opportunity], and I was wondering if you would feel comfortable writing me a strong letter of recommendation.

I've attached my resume/CV, personal statement, and a few reminders of projects/experiences we worked on together to hopefully make the process a little easier. I also included a few areas I feel you may be able to speak on regarding my work ethic, growth, and involvement.

The letter would be due by [date], and I completely understand if you're too busy or unable to at this time.

Thank you again for all of your support and mentorship, I truly appreciate it!

Best,
[Your Name]

Networking

Networking Follow Up Email Template

Networking Follow Up Email Template

Hi [Name],

It was so great meeting you at [conference/event/clinic]! I really enjoyed our conversation about [topic].

Thank you again for taking the time to talk with me and share your advice. I really appreciated your perspective on [specific things].

I'd love to stay connected, and I hope our paths cross again in the future

Best,

[Your Name]

Asking for an Opportunity

Hi Dr. [Name],

My name is [Your Name], and I'm currently a [student year/position] at [School]. I recently came across your work in [specialty/research/topic], and I was really interested in learning more about it.

I am reaching out to see if there might be any opportunities to get involved through shadowing, research, volunteering, or mentorship.

I understand you're very busy, but I'd truly appreciate any guidance or opportunities you may have available. I've attached my resume/CV for reference.

Thank you so much for your time, and I hope to hear from you!

Kind Regards,
[Your Name]