Dear professor XXX,

How are you? My name is XXX and I am a first-year XXX major. I read with great interest your recent paper in XXX [journal name] titled “XXX” I was fascinated by your discovery that XXX [briefly summarize the article and state why you are fascinated by the results]. I am very excited about your research and hope to be part of your research group this summer.

I am currently taking XXX [list your STEM classes] [If you are in the Science, Technology and Research Scholars (STARS) program, state how it’s helping you developing an interest in STEM research]. [If you are in PBR, state that you’ve learned how to read primary research papers and are guaranteed summer funding] [If you did research in High School, briefly describe it here]. [If you met an undergrad in this prof’s lab, state the positive interaction here]

Conclude this paragraph with: I will be applying for a First Year Summer Fellowship from the Yale College Dean’s Office to work in your lab as a fully funded summer student.

I would appreciate the chance to meet with you at your convenience to discuss your research in person. Enclosed is my CV. I look forward to your reply.

Sincerely,

XXX