

[Your Name]
[Your Address / Dormitory]
[Your Email Address]
[Your Phone Number]
[Date]

[Professor's Name]
[Department Name]
[University Name]

Dear Professor [Last Name],

I am writing to express my strong interest in the Research Assistant position for your project, "[Project Title]," as advertised via [Source of Advertisement]. As a [Year] student majoring in [Major] with a specific interest in [Specific Sub-field or Theme], I am eager to contribute to your research while developing my scholarly skills under your mentorship.

My academic background has prepared me for the rigorous qualitative demands of this role. In my coursework, specifically [Course Name], I developed advanced skills in [Skill 1, e.g., archival research, close reading, or historiography]. For my term paper titled "[Paper Title]," I utilized [Specific Primary Sources or Databases] to analyze [Specific Topic], which aligns with the methodology required for your current project on [Aspect of Professor's Research].

Beyond my analytical skills, I am highly organized and proficient in [Relevant Tools, e.g., Zotero, JSTOR, Chicago Manual of Style, or Translation]. I am particularly drawn to your work regarding [Specific element of the professor's recent publication or project description] and would welcome the opportunity to assist with tasks such as literature reviews, bibliography management, or document transcription.

Thank you for your time and for considering my application. I have attached my CV and a relevant writing sample for your review. I look forward to the possibility of discussing how I can support your research goals.

Sincerely,

[Your Signature]
[Your Typed Name]