

[Your Full Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]
[Date]

[Principal Investigator Name]
[Department Name]
[University Name]
[Building and Room Number]

Dear Dr. [Last Name],

I am writing to express my strong interest in the Undergraduate Research Assistant position in the [Name of Lab] as advertised via [Source of Advertisement]. As a [Year] student pursuing a major in [Major Name] with a GPA of [GPA], I have developed a keen interest in [Specific Research Area] and am eager to contribute to the ongoing projects in your laboratory.

My academic coursework in [Course 1], [Course 2], and [Course 3] has provided me with a solid theoretical foundation in [Subject Matter]. Furthermore, I have gained practical experience with [Skill/Software/Lab Technique] through [Class Projects/Previous Work]. I am particularly drawn to your recent work regarding [Briefly Mention a Specific Paper or Project from the Lab] and am motivated to assist in further exploring [Specific Research Question].

I am a detail-oriented individual with a strong commitment to scientific integrity and collaborative work. I am prepared to dedicate [Number] hours per week to laboratory tasks, including [Data Entry/Sample Preparation/Literature Reviews], and I am available to work during [Term/Summer Session].

Attached is my curriculum vitae for your review. I would welcome the opportunity to discuss how my background and enthusiasm for [Field] can support the goals of your research team. Thank you for your time and consideration.

Sincerely,

[Your Signature (if sending by mail)]
[Your Typed Name]