

[Your Full Name]
[Student ID Number]
[Your Email Address]
[Your Phone Number]
[Date]

[Faculty Mentor Name]
[Department Name]
[University Name]

Dear [Professor Name],

I am writing to formally express my interest in the Faculty-Led Academic Mentor position for the [Course Name/Code] during the [Semester/Year] term. Having successfully completed this course with a grade of [Grade], I possess a strong foundational understanding of the curriculum and a desire to support the academic growth of my peers.

My interest in this mentorship role stems from [Briefly state motivation, e.g., passion for the subject matter or previous tutoring experience]. I am particularly drawn to your instructional approach regarding [Specific Topic or Methodology] and would welcome the opportunity to facilitate student engagement under your guidance.

During my time in the program, I have developed key competencies that align with the requirements of an Academic Mentor, including [Skill 1], [Skill 2], and [Skill 3]. I am confident that my ability to explain complex concepts clearly and my commitment to academic excellence will allow me to contribute effectively to your instructional team.

Thank you for your time and for considering my application. I have attached my current transcript and resume for your review. I look forward to the possibility of discussing how I can support your students and the objectives of this course.

Sincerely,

[Your Signature]
[Your Printed Name]