

Hello, my name is		·
	(your full name)	
I am a	currently studying	
(Class Status)	(major(s)/potential major(s) if undeclared)	
	in the department of	
(minors, programs, etc.)	in the department of(department/college/lab)	
at		
	(name of college or university)	
I am really interested in	nk about courses, research, projects, organizations, industries, etc.)	
(th	nk about courses, research, projects, organizations, industries, etc.)	
		and also
(consider speaking about intere	sts that are relevant to the person you are speaking with)	
In the past I have done		
	marize your background and experience; things that were meaningful)	
	, and	
(highlig	nt skills, contributions and accomplishments)	
Currently I am		
	(what are you involved in now?)	
(think about work, rese	arch, projects, volunteer and extracurricular activities, hobbies, internships, e	etc.)
I would like to learn more abou		
(what are your goals? What	questions do you have? What would you like to explore next?)	