Example #3

Dear Grant Dominquez,

My name is [Rochester Student], and I am a senior at the University of Rochester studying applied mathematics and statistics. I am interested in actuarial science and have passed the first two exams. This past summer, I served as an actuary intern at [XYZ Insurance Company] where I worked on client projects that enhanced my quantitative and analytical skills. While my internship experience was rewarding, I learned that my strengths and professional interests better aligns with actuarial consulting and I plan to pursue a full-time role in this field after graduation.   
  
I received your contact information through an email forwarded by [Professor ZZZ] last September when you reached out with information about entry-level analyst opportunity at [ABC Company]. Would you be willing to schedule a quick 10-15 minute call to speak with me regarding your actuarial consulting experience at ABC Company and offer insights as I try to break into the field? What days and times work best for you over the next two weeks?

Thank you very much for your time and consideration.  For your convenience, I’ve attached my updated resume.

Sincerely,

Rochester Student