**Template to contact academic via email**

Dear <insert supervisor name>

I wish to indicate my interest in a thesis project you have advertised.

**Student Name**:

**Student Number**:

**Thesis Course Code**:

**Student Program and Plan**:

**Project Title**:

**Why I am a good fit for the project (short paragraph):**

Thank you for considering the above information and I look forward to hearing from you in the near future.

<insert your name>

Please cc – ITEE Thesis Enquiries when you send an email to the prospective supervisor.