To: [Prof of Interest]
From: Your Name
Subject: Prospective Research Consultation

Dear Dr. [Prof of Interest],

I am currently taking AP Capstone: Research at Voyager Academy High School in Durham, NC with Dr. Karen Hawkins. Since I will be writing the equivalent of an undergraduate thesis, The College Board recommends that I seek guidance from mentors/expert advisers who are skilled in my field of research and/or research methods to advise me during the inquiry and research process. After reviewing your scholarship and research experience, I am especially interested in your expertise and feel I would gain much from any advising or consulting you would be able and willing to give.

My current research question is [ ]. My experience working with [research topic] taught me [something relevant to professor’s recent work], so I am greatly intrigued by the connections between the \_\_\_\_\_\_\_\_ and \_\_\_\_\_\_\_\_. Is this something that I could explore with you?

If you have the time, I would very much appreciate the opportunity to discuss this with you by email or by phone at your convenience (you can reach me at [number/email address]). I am also happy to tell you more about myself and my background.

Attached below is a copy of my annotated bibliography draft # 1, my current problem statement, and the adviser requirements for your reference.

Thank you for your time, and I hope to hear from you soon.

Sincerely,
Your Name