



Making a first impression is one of the most important first steps to creating a strong bond with your faculty. However, knowing what to say in an email is hard sometimes. Associated Student Government is always here to support you. Feel free to use this email template to ease those first day jitters.

SUBJECT: (Class Code) Introducing Myself

Hello Professor _____,

My name is _____ and I am in your _____ class. I wanted to introduce myself because this is my first semester at ESU. I am excited to get to know my professors and the ESU community. As a new student, I was wondering if you could give me one piece of advice for being successful in your course? I am excited for the semester ahead and am looking forward to hearing back from you.

I appreciate the time you took to read this email.

Sincerely,

ASG is always here to support you as you transition into and out of Emporia State. You can reach us via email at asgpres@emporia.edu with any questions, comments, or concerns.

You can also stop by our office in the Center for Student Involvement in the Memorial Union to speak to your Senator or ASG Executive. #StingersUp