

Sample Letter

555 Hill Road
Boston, MA 02111

October 17, 2002

Charlie Brown, Esq.
Brown, Red and Green, LLP
123 Second Avenue
Worcester, MA 01610

Dear Mr. Brown:

I am currently a second year student at Suffolk University Law School interested in pursuing a career in Criminal Law. Through a search of our Alumni Network Register, I learned that you practice in this field and I would very much appreciate the opportunity to speak with you about your career.

The combination of my work experience and educational background demonstrates my strong interest in Criminal Law. After completing my undergraduate degree in Criminal Justice, I spent five years working as a Boston Police Officer. As a law student, I have taken Evidence and Criminal Law, and I will participate in Suffolk's Voluntary Defenders clinical program next year. Additionally, I was an intern at the Suffolk District Attorney's Office last summer, and the practical experience I gained there only increased my desire to become a criminal law attorney. I am sure that I would benefit from your advice, as both a Suffolk University Law School alum and a practitioner, as I continue to plan for a career in Criminal Law.

I will call you during the week of October 24, 2002 to speak with you about arranging a brief meeting at your convenience. Thank you very much for your time and consideration of this request. I look forward to meeting with you and hearing more about your work.

Sincerely,
Law Student