

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Recipient's Title/Position]
[Institution/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient Name],

I hope this message finds you well. My name is [Your Name] and I am currently a student at the University of Johannesburg, pursuing a degree in [Your Degree/Field of Study]. I am reaching out to request your mentorship as I navigate my academic and professional journey.

I am particularly interested in [specific area or topic related to the mentor's expertise], and I believe that your guidance would be invaluable as I work towards my goals. [Briefly explain why you admire the mentor's work or how their expertise aligns with your interests.]

If you would be open to it, I would greatly appreciate the opportunity to discuss this further and explore how we might be able to collaborate. I understand that your time is valuable, and I am happy to accommodate your schedule for a meeting, either in person or virtually.

Thank you very much for considering my request. I look forward to the possibility of working together and learning from your insights.

Warm regards,

[Your Name]
[Your Student ID (if applicable)]
[Your Program and Year]
[Your LinkedIn Profile or Website (if applicable)]