



*****Sample Faculty Student Mentor Introduction Email*****

Hi (Student Name),

I'm happy to say that I am your new Faculty Mentor! This means that I am your very own advocate here St. Philip's College help you get through your college experience. I will be here to support you, encourage you, and assist you in finding the resources you need. Some of the things I can help you with include degree plans, finding academic support, finding other student support systems, help choosing or changing your major, plus much more. Let's plan to meet soon. I would like to talk with you more and figure out how I can help during your time here at St. Philip's College.

Please email me back so we can set up a time. (Here you can provide your office hours if you'd like).

Thanks!

(Your Name)

Faculty Student Mentor

(Contact Information)