

*Dear Ms. Jones,*

*Hello. I am a senior at Northern Vermont University, studying Psychology. I attended the Dinner with the Boss event last week and heard you speak about your experiences at Laraway School. I want to thank you for taking the time to come to our event and share your experiences with us. I am wondering if we could arrange to meet for about 30 minutes, either in person or over the phone, to talk more about your career path and experiences at Laraway. Any insight or advice you could give me about working with at-risk youth would be greatly appreciated.*

*I can be reached at this email or at 802-555-1111. Thank you for your time and consideration. I look forward to hearing from you.*

*Sincerely,*

*Lili Hoang*