**Subject:** Coffee Chat

Dear Professor [Last Name],

I hope you're doing well. I’ve really enjoyed your class this semester and would love the opportunity to chat with you more informally—perhaps over a cup of coffee—if you’re open to it.

I’d appreciate the chance to hear more about your work and maybe ask a few questions about [insert topic—e.g., your research, grad school advice, career paths, etc.], whenever you have a bit of time.

Of course, I completely understand if your schedule is full, but if there’s a time that works for you, I’d love to meet at Starbucks and chat.

Best regards,  
[Your Full Name]  
[Course Name, if relevant]  
[Your Email Signature, if using one]

**Subject:** Quick Coffee Chat

Dear Professor [Last Name],

I hope you're doing well. I’ve been reflecting on how the class has been going for me, and I wanted to ask if you’d be open to meeting for a quick coffee sometime—just to talk through a few things I’ve found challenging and get your perspective.

I really value your insights and think it might help to talk outside of the usual class or office hours, if that’s something you’re comfortable with. I’d be happy to meet at Starbucks at a time that works best for you.

Thanks so much for your time and consideration.

Warmly,  
[Your Full Name]  
[Course Name or Section]  
[Your Email Signature, if applicable]

**Subject:** Coffee Chat

Dear Professor [Last Name],

I hope you're doing well. I’ve been meaning to reach out—I know I haven’t taken the opportunity to connect with you this semester, but I’d really like to change that. If you’re open to it, I’d appreciate the chance to meet for a quick coffee and get to know you a bit outside of class.

I’ve also found parts of the course challenging and think a brief conversation could really help me better engage with the material and feel more confident moving forward.

If there’s a time that works for you, I’d be happy to meet at Starbucks. I completely understand if your schedule doesn’t allow, but I wanted to at least ask.

Thanks so much for considering.

Warmly,  
[Your Full Name]  
[Course Name or Section]  
[Your Email Signature, if applicable]