EMAIL SCRIPT to FACULTY

Hello [Colleague Name],

I am writing to ask for your help in letting your students know about the exciting opportunities available to them in the [Mechanical Engineering](http://me.ucmerced.edu/) Graduate Program at the University of California, Merced.

Mechanical Engineering at UC Merced is for students ready to engage in [cutting-edge research that crosses disciplines.](http://me.ucmerced.edu/researchnews) Our program is ideal for students interested in studying controls, fluid dynamics, thermal science, plasma engineering, heat transfer, design, tribology, mechatronics and energy conversion and storage. Moreover, our faculty *[highlight some faculty achievements and how students in your department succeed].*

UC Merced is a campus committed to the success and [support of our graduate students](https://graduatedivision.ucmerced.edu/GRC). Currently 97 percent of our Ph.D. students receive [full financial support.](https://graduatedivision.ucmerced.edu/financial-support) With the lowest cost of living across the UC system, funding stretches further at UC Merced allowing our students to focus on research and a timely completion of degree.

More details about our program and requirements can be found on our website: http://me.ucmerced.edu/prospective-students. I also invite you to learn more by viewing our program [flier](https://graduatedivision.ucmerced.edu/sites/graduatedivision.ucmerced.edu/files/page/documents/170921_me_gradflier_revise_for_email.pdf) and [information video](https://www.youtube.com/watch?v=DG45bWp404w&list=PLEevUfy_ZXSPk09YLE1-9hpT-CWBSCjue).

Please feel free to forward this email to your undergraduate and master’s students whom might be a good fit for the program. Thank you for helping to spread the word to your students and do not hesitate to reach out if you have any questions.

Sincerely,

EMAIL SCRIPT to STUDENTS

Hello [Name],

Greetings, this is [insert your name] from the [Mechanical Engineering](http://me.ucmerced.edu/) program at the University of California, Merced. We met at the recent [conference/graduate fair] and I wanted to follow up with you on your interest in our program. (NOTE: if you did not meet at a grad fair, you can briefly describe how you came about the student’s information)

UC Merced's Ph.D. program in Mechanical Engineering prepares students for academic and research careers. Graduates of our Ph.D. program are currently employed in tenure-track academic positions, industry, and in research positions throughout the state and country. Mechanical Engineering at UC Merced is for students ready to engage in [cutting-edge research that crosses disciplines.](http://me.ucmerced.edu/researchnews) Our faculty and students actively seek to uncover new knowledge in a range of research topics including controls, fluid dynamics, thermal science, plasma engineering, heat transfer, design, tribology, mechatronics and energy conversion and storage.

Moreover, all admitted doctoral students receive [generous funding packages](https://graduatedivision.ucmerced.edu/financial-support).

More details about our program and requirements can be found on our website: http://me.ucmerced.edu/prospective-students. I also encourage you to learn more by viewing our program [flier](https://graduatedivision.ucmerced.edu/sites/graduatedivision.ucmerced.edu/files/page/documents/170921_me_gradflier_revise_for_email.pdf) and [information video](https://www.youtube.com/watch?v=DG45bWp404w&list=PLEevUfy_ZXSPk09YLE1-9hpT-CWBSCjue).

The deadline for Fall 2020 admission is January 15, 2020. If the Ph.D. program does not seem like the right fit, we also offer a Master of Science in Mechanical Engineering.

Please don’t hesitate it reach out if you have any questions. Thank you for considering graduate studies at UC Merced.

Sincerely,