



Georgia Law Office of Career Development
Sample Cover Letter

COVER LETTER SEEKING CAREER ADVICE OR AN INFORMATIONAL MEETING:

Seeking A. Lawjob
747 Legal Street
Athens, GA 30602
salawjob@uga.edu
706-123-4567

November 1, 2020

Alicia S. Barnes
Able & Barnes, LLP
400 Downtown Tower
Gainesville, GA 35000

Re: Career Advice

Dear Ms. Barnes:

I am currently a third-year law student at the University of Georgia School of Law, and I intend to practice family law after graduation. I recently learned from our Career Services counselors and former Associate Dean Paul Kurtz that you are a Georgia Law graduate with a very successful family law practice. I am writing in the hope that I may be able to seek some career advice from you.

To gain experience in family law, I worked last summer for Divorce, Custody & Adoption, LLP. Additionally, I volunteer as a Court Appointed Special Advocate in the Athens-Clarke County courts, assisting in evaluating and supporting the needs of juveniles in the court system. I have taken the Law School's courses in family law and mediation, and I am participating in the Family Violence Clinic, assisting domestic violence victims seeking protective orders and other assistance.

During the course of these experiences, I have not only gained knowledge and expertise in family law, but have also developed a passion for this area of law. I look forward to having an opportunity to help families and children as a practicing lawyer after graduation.

I would greatly appreciate the opportunity to hear your advice about pursuing this career path. I will be in Atlanta over winter break in December and could meet with you at your convenience. I know your practice is busy, so I do not want to take much of your time, but would be grateful for the opportunity to speak with you briefly. I have enclosed my resume for your review, and I will follow up over the next week to see if we can schedule an appointment. Thank you in advance.

Sincerely,

/s/

Seeking A. Lawjob

Enclosure