



LINKEDIN INVITATION REQUEST EXAMPLES

When requesting to connect, you always want to write a personal invitation – proven to give you a greater chance of having your invitations accepted than using the default.

Personal Invitation Components:

- How you know them, know about them, or found them
- Identify commonalities
- Tell who you are and why you'd like to connect
- Warm, polite end note

❖ Here's a sample format you can use...

Dear Mr. Smith (always use a surname until personally invited to use their first name)

It was great reading about you in Power Train monthly. My MS studies at Michigan Tech are focused on power train engineering, and I'd very much like to continue to follow your work and connect with you on LinkedIn.

Thank you, (a polite salutation is always right when you're asking for something – use the whole word, not "thanks")

Joe Student (your preferred first name + last name)

❖ Here are more examples of what you might write...

Although we've never met, your profile came up when I was looking for power train engineers at General Motors. I'm really impressed with your background and would very much like to learn more about your career path. I hope you'll consider connecting.

It was a pleasure speaking to you at the Michigan Tech Career Fair. I would very much like to work for [company], and I hope we can stay connected on LinkedIn.

Thank you for inviting me to dinner with Ford this evening. I really enjoyed meeting you (hearing you speak about Ford and career advice), and I hope we can connect.

Thank you for your sponsorship of my Senior Design/Enterprise project. It's been a pleasure working with you, and I very much appreciate your expert advice over the last months. I hope we can stay connected on LinkedIn.

It was a pleasure to meet you at Nucor's Info Session last night. I really enjoyed hearing more about the company and your career opportunities. I'm impressed with Nucor's core values and that they actually operate under those every day. I hope we can connect.

I'm very much looking forward to our interview on Tuesday, April 19, and I'm hoping to connect with you at this time. I invite you to review my profile to learn more about me.

I wanted to tell you, personally, that I just applied online for the position of power train engineer (#12345). I'm an Electrical Engineering student at Michigan Tech and would very much appreciate connecting and possibly speaking about how I can add value to your team.

I see that you're an alumni from Michigan Tech, and I look forward to being one too in a couple years, as I'm a [your major] student in my 3rd year. I hope you'll consider connecting with me on LinkedIn.

I see that you're a fellow Michigan Tech Husky. I'm really impressed with your work and accomplishments and would very much like to learn more about your career path. I hope you'll consider connecting.

I'm a fellow Michigan Tech Husky and Alpha Gamma Delta sister. I'm in my 2nd year studying [your major], and I would really appreciate connecting with you to learn more about your work and career.

I am a fellow member of the _____ LinkedIn group, and I saw and appreciated your comments about _____. I hope we can connect and possibly speak about it further.

I was just reading your blog and really liked your post about _____. I really appreciate your thoughts on _____. Please accept my request to connect.

Although we've not yet met, your profile came up when I was searching for power train engineers at Magna. I'm a 4th year Mechanical Engineering student at Michigan Tech and would appreciate connecting to speak about how I might add value to your team in an internship or co-op position.

Although I've not had the pleasure of meeting you personally, I've been following your posts on _____ group. I especially liked _____. I hope you'll accept my invitation to connect.

As a Chemical Engineering student graduating in a few weeks, I've had 2 years of hands-on experience in biomass processing, and I'd very much appreciate connecting with you, so we might speak about how I can add value to your team.

I'm an MS Mechanical Engineering student with 2 years of previous professional engineering experience. I'm graduating in 4 weeks and would very much appreciate connecting with you, so we might speak about how I can add value to your team.

I'm a Civil Engineering student at Michigan Tech, and I know you have a great tradition of hiring Michigan Tech students. I'd like to join my fellow Huskies at Kiewit and hope we can connect to talk about how I can add value to your team.