Dear Colleague,

As the EDUCAUSE Primary Representative for [insert institution], I’m reaching out to say hello and to make sure you’re taking advantage of the [EDUCAUSE membership benefits](https://www.educause.edu/about/discover-membership/member-benefits) we enjoy.

EDUCAUSE is a nonprofit association whose mission is to lead the way, advancing the strategic use of technology and data to further the promise of higher education.

As a member organization of EDUCAUSE, everyone at our institution has access to a vast collection of resources, including research, toolkits, publications, professional development opportunities, and analytics and benchmarking services that can help make your job easier.

EDUCAUSE is also the largest community of higher education technology leaders and professionals, which offers you the chance to connect and collaborate with peers and industry experts from institutions and organizations in the U.S. and internationally.

**Eager to get started?** Here are two quick ways to start taking advantage of our EDUCAUSE membership:

1. Create an [EDUCAUSE Profile](https://ams.educause.edu/eweb/DynamicPage.aspx?WebCode=verify&Site=edu) (or log in and make sure your profile is up-to-date).
2. Explore [EDUCAUSE Membership Orientation](https://www.educause.edu/about/discover-membership/membership-orientation).

If you’re interested in learning more about the association, have questions about the benefits available to you, or need help finding a resource, please contact me. I’m happy to help.

Best regards,

[Name]

[Title]

[Organization]

*EDUCAUSE Primary Representative for [insert institution]*

*Did you know our organization is an* [*EDUCAUSE*](https://www.educause.edu/) *member? Contact me for information on research, resources, and events you should know about.*