*<This is a sample letter template you can use to contact your state elected officials to urge them to support students and institutions in considering legislation related to rights for trans and gender non-binary individuals. To use this letter, you should* ***copy and paste the text below into a new document*** *and replace the highlighted text with information specific to you.*

* *In the second paragraph, you should personalize your letter by providing an example or two of how undocumented students you work with or at your campus are impacted by state-level tuition policies.*
* *You do NOT need to name specific students or indicate the institution you work at.*

*You may also make other changes to the text in the template, to add or remove specific information and tailor your letter to focus on the issues most important to you.>*

March 12, 2019

Dear Senator <Lastname>:

As your constituent living in <Your City>, I am writing today in reference to New York Senate Bill 815 ‘Relates to Single Occupancy Bathrooms’, and New York Senate Bill 1478 ‘Requires LGBT Awareness Curriculum or Instruction.’

As a student affairs professional, I see first-hand how marginalized students are impacted by state-level policies. <Insert personal statement or story>

Student affairs is a critical component of the higher education experience, collaborating with colleagues across institutions of higher education to offer students valuable learning opportunities, meaningful social engagements, and safe and inclusive environments.

On behalf of our students, I urge you to work with your legislative colleagues to support measures like this one that increase trans and gender non-binary rights, protections, and inclusivity, and oppose those that work against these values. Inclusive policies have the potential to reduce harassment in and around public and school bathrooms and promote a culture of safety for all students.

Thank you for your attention to this important issue. I look forward to hearing from you about your plans to support our students and institutions of higher education.

Sincerely,

<Your Name>

<Your Address, including Zip Code>

March 12, 2019

Dear Representative <Lastname>:

As your constituent living in <Your City>, I am writing today in reference to New York Assembly Bill 5240 ‘Relates to Single Occupancy Bathrooms,’ and Assembly Bill 4744 ‘Requires LGBT Awareness Curriculum or Instruction.’

As a student affairs professional, I see first-hand how marginalized students are impacted by state-level policies. <Insert personal statement or story>

Student affairs is a critical component of the higher education experience, collaborating with colleagues across institutions of higher education to offer students valuable learning opportunities, meaningful social engagements, and safe and inclusive environments.

On behalf of our students, I urge you to work with your legislative colleagues to support measures like this one that increase trans and gender non-binary rights, protections, and inclusivity, and oppose those that work against these values. Inclusive policies have the potential to reduce harassment in and around public and school bathrooms and promote a culture of safety for all students.

Thank you for your attention to this important issue. I look forward to hearing from you about your plans to support our students and institutions of higher education.

Sincerely,

<Your Name>

<Your Address, including Zip Code>