

[Your Name]
[Your Address]
[City, State, Zip]
[Your Email]
[Your Phone Number]
[Date]
[Hiring Manager's Name]
[Company Name]
[Company Address]
[City, State, Zip]

Dear [Hiring Manager's Name],

I am writing to express my interest in the [specific internship position] at BP, as advertised [where you found the internship listing]. I am currently a [your current year, e.g., sophomore] at [Your University] majoring in [Your Major], and I am eager to apply my skills and knowledge in a practical setting within a leading global energy company.

During my academic career, I have developed a solid foundation in [relevant coursework or skills related to the position], and I have gained hands-on experience through [any relevant project, volunteer work, or previous internships]. I believe that my background in [specific skills or experiences relevant to the internship] makes me a suitable candidate for this role.

I am particularly drawn to BP due to [specific reason related to the company or its projects], and I am excited about the opportunity to contribute to [project or team]. I am confident that my proactive approach and strong analytical skills would allow me to make a meaningful contribution to your team.

Please find my resume attached for your review. I look forward to the possibility of discussing how I can contribute to BP and learn from this valuable internship experience. Thank you for considering my application.
Sincerely,

[Your Name]