

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your Phone Number]
[Date]
[Recipient's Name]
[Title]

CGI Federal

[Company Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the CGI Federal internship position as advertised [where you found the internship posting]. With my background in [Your Major/Field of Study] and my passion for [related area or field], I am eager to contribute to your team while further developing my skills.

Currently, I am a [Your Year, e.g., sophomore] at [Your University] pursuing a degree in [Your Major]. I have gained valuable experience in [relevant experiences, skills, or projects], which I believe align well with the objectives of CGI Federal. My coursework in [specific courses] has provided me with a strong foundation in [relevant skills/technologies].

I am particularly impressed by [something noteworthy about CGI Federal], and I am excited about the opportunity to engage in [specific tasks or projects related to the internship]. I am motivated, detail-oriented, and a quick learner, qualities that I believe make me a suitable candidate for this internship.

Enclosed is my resume, which provides further detail about my academic achievements and relevant experience. I would be thrilled to discuss my application further and explore how I can contribute to your team. Thank you for considering my application. I look forward to the opportunity to speak with you.

Sincerely,
[Your Name]