

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Recipient's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in an engineering internship position at [Company's Name]. I am currently a [Your Year, e.g., sophomore] studying [Your Major] at [Your University], and I am eager to apply my academic knowledge and develop my practical skills in a professional setting.

During my studies, I have gained experience in [mention relevant coursework, projects, or skills related to the internship]. I am particularly drawn to [Company's Name] because of [specific reason related to the company or its projects/values].

I am excited about the opportunity to contribute to your team and learn from your experienced professionals. Enclosed is my resume for your review. I look forward to the possibility of discussing how I can contribute to your team at [Company's Name]. Thank you for considering my application.

Sincerely,
[Your Name]