

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

Dear [Recipient Name],

I am writing to express my interest in the ICT internship position at [Company Name], as advertised on [where you found the internship posting]. I am currently pursuing a [Your Degree] in [Your Major] at [Your University] and am eager to apply my skills in a practical setting while gaining valuable experience in the information and communications technology field.

During my academic career, I have developed a solid foundation in [relevant skills or technologies, e.g., programming languages, networking, database management]. Additionally, my project experience in [specific project or coursework] has allowed me to [mention any relevant achievements or skills that align with the internship].

I am particularly drawn to this internship at [Company Name] because of [specific reason related to the company or its projects]. I believe that my [specific skills or attributes] align well with the goals of your team, and I am excited about the opportunity to contribute while learning from experienced professionals.

I am confident that my proactive approach and strong work ethic will make me a valuable addition to your team. I am looking forward to the possibility of discussing how I can contribute to [Company Name] during this internship.

Thank you for considering my application. I hope to hear from you soon to discuss my application in more detail.

Sincerely,  
[Your Name]