

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

Dear [Recipient's Name],

I am writing to express my interest in the [specific internship position] at [Company/Organization Name] as advertised on [where you found the listing]. I am currently a [Your Year, e.g., third-year] student at [Your University] pursuing a degree in [Your Major].

Throughout my academic career and previous experiences, I have developed strong skills in [relevant skills/experience]. I am particularly drawn to this internship opportunity as it aligns with my career goals related to [specific field or area] and allows me to contribute to

[Company/Organization Name]'s mission of [Company's mission or project].

In my previous role at [Previous Company/Organization/Experience], I was able to [specific achievement or task relevant to the internship]. This experience honed my ability to [specific skills related to the internship] and reinforced my passion for [related field or industry].

I am eager to bring my background in [specific skills/experience] to [Company/Organization Name] and to gain valuable international experience that will help me grow both professionally and personally. I am particularly impressed by [something specific about the company or its projects] and am excited about the possibility of contributing to such innovative work.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to [Company/Organization Name] and learn from your esteemed team.

Sincerely,
[Your Name]