

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

Dear [Recipient's Name],

I am writing to express my interest in applying for an internship position at [Company/Organization Name] as part of my curriculum at Jawaharlal Nehru Technological University (JNTU). I am currently pursuing a [Your Degree] in [Your Major], and I believe that this internship will provide me with valuable practical experience in [field/industry].

Throughout my academic journey, I have developed a strong foundation in [relevant skills or subjects], and I am eager to apply my knowledge in a real-world setting. I am particularly drawn to [specific aspect of the company/organization] and believe that my skills in [mention related skills] would be beneficial to your team.

I am enthusiastic about the opportunity to learn from experienced professionals and contribute to ongoing projects at [Company/Organization Name]. Enclosed is my resume, which outlines my academic achievements and relevant experiences.

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to your team during this internship.

Sincerely,
[Your Name]