

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

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am a student at [Your School/Institution] pursuing [Your Major/Field of Study]. I am writing to express my interest in [specific program, event, opportunity] related to KKR.

[Body of the letter highlighting your experience, qualifications, and enthusiasm for KKR and the opportunity.]

I believe this opportunity will allow me to [explain how it aligns with your goals or values]. I am looking forward to the possibility of contributing to and learning from the esteemed team at KKR.

Thank you for considering my application. I hope to hear from you soon.

Warm regards,

[Your Signature (if sending a hard copy)]

[Your Printed Name]

[Your Position/Title, if applicable]