

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

Dear [Recipient Name],

I am writing to express my interest in applying for an internship position at [Company/Organization Name] as advertised on [where you found the internship listing]. I am currently a [Your Year, e.g., second-year] student pursuing a degree in [Your Major] at KTU, and I am eager to gain practical experience in [specific industry or field].

During my studies, I have developed skills in [mention relevant skills or courses], and I believe that my background and passion for [specific area of interest] align well with the goals of your organization.

I am particularly impressed by [mention a project, value, or aspect of the company that interests you], and I would be thrilled to contribute to your team while furthering my learning experience.

I have attached my resume for your review, and I would appreciate the opportunity to discuss how I can contribute to your team. Thank you for considering my application. I look forward to the possibility of discussing my candidacy further.

Sincerely,

[Your Name]

[Attachment: Resume]