

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

Dear [Recipient Name],

I am writing to express my interest in the research internship position at [Institution/Organization Name] as advertised [mention where you found the internship listing]. I am currently a [Your Year, e.g., sophomore] student majoring in [Your Major] at [Your University], and I am eager to apply my skills and knowledge in a practical setting.

Through my coursework and previous research projects, I have developed a strong foundation in [relevant skills/knowledge related to the internship]. I am particularly drawn to [specific research area or project at the organization], and I believe my background in [specific experiences or skills that relate to the internship] makes me a suitable candidate for this role.

I am eager to contribute to your team and gain valuable hands-on experience in [field or specific topic]. I am particularly impressed by [mention any specific work, projects, or values of the organization], and I would be honored to be a part of such impactful research.

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

Sincerely,
[Your Name]