

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

Dear [Recipient's Name],

I am writing to express my interest in the internship position at [Company's Name] as advertised [where you found the job posting, e.g., on your website/LinkedIn/Job Board]. I am currently a [your year, e.g., junior] majoring in [Your Degree] at [Your University], where I have developed a strong foundation in [relevant skills or technologies, e.g., software development, data analysis, etc.].

Through my coursework and projects, I have gained proficiency in [list relevant programming languages, tools, or technologies]. I am particularly drawn to [specific aspect of the company or its projects], and I believe that my skills and passion align well with the goals of [Company's Name].

During my time at [Previous Internship or Relevant Experience], I [describe a relevant experience, project, or accomplishment]. This experience taught me the importance of [mention a skill or lesson learned], and I am eager to bring this knowledge to your team.

I am excited about the opportunity to contribute to [specific project or goal of the company] and to further develop my skills in a practical environment. I am confident that my technical abilities and problem-solving skills make me a suitable candidate for this internship.

Thank you for considering my application. I look forward to the possibility of discussing my application with you further.

Sincerely,  
[Your Name]