

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email Address]  
[Your Phone Number]  
[Date]

[Employer's Name]  
[Company's Name]  
[Company's Address]  
[City, State, Zip Code]

Dear [Employer's Name],

I am writing to express my interest in the internship position at [Company's Name], as advertised on [where you found the internship posting]. I am currently a [your year, e.g., sophomore] student at [Your University/College], pursuing a degree in [Your Major]. I am eager to gain hands-on experience in [relevant field] and contribute to your team. During my studies, I have developed a strong foundation in [mention relevant skills or coursework], and I am particularly drawn to [specific aspect of the company or role]. I believe that an internship with [Company's Name] would provide me with valuable experience and insight into [industry or field].

I am a quick learner and a dedicated worker, and I am excited about the opportunity to contribute my skills to your team. I am particularly impressed by [mention something specific about the company or its projects], and I would love to be a part of it.

Thank you for considering my application. I have attached my resume for your review. I look forward to the possibility of discussing this exciting opportunity with you.

Sincerely,  
[Your Name]