

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]
Dear [Recipient's Name],
Subject: Application for UX Design Internship
I hope this message finds you well. I am excited to submit my application for the UX Design Internship at [Company's Name] as advertised on [where you found the listing]. My passion for creating intuitive and engaging user experiences, combined with my academic background in [Your Major/Field] at [Your University], makes me a strong candidate for this role.
Introduction
In my recent project, [Briefly describe a relevant project or experience that showcases your UX skills]. This experience not only refined my design skills but also taught me the importance of user-centered design in creating effective solutions.
Skills and Contributions
- **Wireframing and Prototyping**: Proficient in tools like [List relevant tools, e.g., Sketch, Figma] to create wireframes that clearly outline user flows.
- **User Research**: Conducted user interviews and usability testing for [specific project or company] that resulted in [specific outcome or insight].
- **Collaboration**: Worked in cross-functional teams, gathering feedback from developers and stakeholders to ensure design feasibility and alignment with business goals.
Personal Impact
I am particularly drawn to [Company's Name] because of [specific company aspect, project, or value]. I admire your commitment to [specific goal related to user experience or design], and I am eager to contribute my skills and learn from your talented team.
Closing
Thank you for considering my application. I am looking forward to the opportunity to discuss how my background, skills, and enthusiasms align with the needs of your team. Please find my portfolio attached for your review.
Warm regards,
[Your Name]
[LinkedIn Profile or Portfolio Link]