

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

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

Dear [Recipient's Name],

I am writing to apply for the UX Design Internship position at [Company's Name] as advertised on [where you found the position]. With a background in [Your Major/Field] from [Your University] and a strong passion for user-centered design, I am eager to contribute my skills and enthusiasm to your team.

In my previous experience at [Previous Internship/Job], I [describe a relevant task or project that aligns with the internship]. This experience helped me develop a solid understanding of [specific skills related to UX design, e.g., user research, wireframing, prototyping], and honed my ability to [mention any relevant soft skills, e.g., collaborate in a team, communicate effectively with stakeholders].

I am particularly drawn to [Company's Name] because [mention something specific about the company that excites you, e.g., its innovative projects, company values, or design philosophy]. I admire [specific work] and believe that my skills in [mention skills] would align well with the goals of your team.

I am excited about the opportunity to learn from and contribute to such a talented group of professionals. Thank you for considering my application. I hope to discuss how I can be an asset to [Company's Name] in more detail.

Sincerely,
[Your Name]