

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

Dear [Employer's Name],

I am writing to express my interest in the [Job Title] position at [Company Name] as advertised on [where you found the job listing]. As a [Your Major/Field of Study] student at [Your University/College], I am eager to apply my [mention skills/experience relevant to the job] in a real-world setting.

During my time at [Your University/College], I have gained experience in [mention relevant coursework, projects, or internships]. This has equipped me with a solid foundation in [mention specific skills or tools], making me a strong candidate for this role.

I am particularly drawn to [Company Name] because [mention something specific about the company that appeals to you]. I admire [specific company values or initiatives] and would love the opportunity to contribute to your team.

Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [Company Name].

Sincerely,  
[Your Name]