

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[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 [specific internship position] at [Company's Name] as advertised on [where you found the internship listing]. I am currently a [Your Year, e.g., sophomore] majoring in [Your Major] at [Your University], and I am eager to gain practical experience in the [specific field or industry] while contributing to your team. During my studies, I have developed strong skills in [relevant skills or tools related to the internship], which I believe will be beneficial for this role. In [mention any relevant project or experience], I was able to [describe what you achieved or learned]. This experience has equipped me with the [mention any other relevant skills or qualities], making me a suitable candidate for this position.

I am particularly drawn to this internship at [Company's Name] because [mention something specific about the company or its projects that excites you]. I am eager to bring my background in [your major or relevant field] and my passion for [industry or role] to your company, and I am confident that my dedication and enthusiasm will make a positive impact.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to your team at [Company's Name]. Please find my resume attached for your review.

Sincerely,
[Your Name]