

[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],

I am writing to express my interest in the [Internship Title] position at [Company's Name], as advertised [where you found the internship posting]. I am currently a [Your Degree] student at [Your University] majoring in [Your Major], and I believe that my skills and background make me a strong candidate for this internship.

Throughout my academic career, I have developed a solid foundation in [mention relevant skills or coursework]. Additionally, I have gained practical experience through [mention any relevant experience, projects, or volunteer work]. I am particularly drawn to [Company's Name] because [mention what attracts you to the company or its projects].

I am eager to bring my [specific skills or qualities] to your team and gain valuable insights from the internship experience. I believe that this opportunity will not only help me grow professionally but also allow me to contribute positively to your organization.

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

Sincerely,

[Your Name]
[Attachment: Resume]