

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

[Recipient Name]
[Company/Organization Name]
[Company Address]
[City, State, ZIP Code]

Dear [Recipient Name],

I am writing to express my interest in the [Internship Title] position at [Company/Organization Name], as advertised on [Where You Found the Listing]. As a [Your Year, e.g., junior] at [Your University], majoring in [Your Major], I have developed a strong academic foundation in [relevant field(s)]. My commitment to academic excellence, coupled with hands-on research experience and a genuine passion for [industry/field], make me an enthusiastic candidate eager to contribute to your team.

Throughout my coursework, I have gained comprehensive knowledge in subjects such as [Relevant Course 1], [Relevant Course 2], and [Relevant Course 3]. Notably, my work on [Name of Project or Research], where I [briefly describe your accomplishment, e.g., developed a data analysis model or collaborated with a team to produce a research paper], allowed me to further hone my analytical and problem-solving skills. Additionally, receiving [any awards, scholarships or honors] has fueled my motivation to further translate academic learning into real-world impact.

I am particularly excited by the opportunity to join [Company/Organization Name] because of your commitment to [mention a specific value, project, or aspect about the company that you admire]. I am eager to contribute my strong research abilities, attention to detail, and collaborative approach as part of your team, while gaining valuable hands-on experience that will help shape my future career.

Thank you for considering my application. I have attached my resume for your review and would welcome the opportunity to discuss how my academic background and skills can be an asset to your organization. I look forward to the possibility of contributing to [Company/Organization Name] as an intern.

Sincerely,
[Your Name]