

Date: [Insert Date]

Dear [Applicant Name],

Thank you for your interest in the [Internship Position] at [Company/Organization Name] and for the time and effort you invested in the application process. We appreciate the opportunity to review your qualifications and learn about your achievements and aspirations.

After careful consideration, we regret to inform you that we have selected another candidate for this internship opportunity. This was a difficult decision, as we received applications from many talented individuals.

We sincerely value your enthusiasm and potential. As you continue your career journey, we encourage you to:

- Seek additional experience through volunteering, part-time roles, or campus leadership positions related to your field of interest.
- Refine and expand your skill set by taking relevant courses or certifications.
- Consider joining professional associations or networking groups to build connections and learn from others in the industry.

Please know that this decision is not a reflection of a lack of potential or capability. We welcome you to reapply for future openings at [Company/Organization Name] as your qualifications grow. Your commitment to personal and professional development is admirable, and we look forward to seeing your progress.

Thank you again for your interest in our organization. We wish you every success in your academic and career pursuits.

Sincerely,

[Your Name]

[Your Title]

[Company/Organization Name]