

Formal application letter for summer internship

Subject: Application for Summer Internship

Dear [Hiring Manager's Name],

I am writing to formally apply for the Summer Internship position at [Company/Organization Name]. As a [current year, e.g., third-year] student majoring in [Your Major] at [University Name], I am eager to gain hands-on experience that complements my academic studies and prepares me for a future career in [industry/field].

Throughout my coursework, I have developed strong skills in [mention relevant skills such as research, analysis, teamwork, writing, or technical expertise]. Additionally, I have engaged in extracurricular activities that demonstrate leadership, initiative, and collaboration. I am confident that these experiences make me a strong candidate for this opportunity.

I am particularly drawn to your organization because of its [unique value, mission, or notable projects]. I believe I can make a meaningful contribution while also learning from your experienced team.

Thank you for considering my application. I would welcome the opportunity to discuss how my skills and enthusiasm align with the needs of your program.

Sincerely,

[Your Name]

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