

Internship application letter required by academic program

Subject: Official Application for Summer Internship Placement

Dear [Hiring Manager's Name],

I am applying for the Summer Internship position at [Company/Organization Name] as part of my academic program requirement at [University Name]. This internship will serve as both a learning opportunity and a mandatory component of my degree in [Your Major].

I bring with me strong analytical skills, effective communication abilities, and a solid academic foundation. My coursework in [specific courses] has prepared me to contribute effectively to your organization while gaining practical knowledge.

I have attached the necessary documents from my university, including confirmation of internship requirement and evaluation guidelines. I look forward to contributing positively while fulfilling my academic obligations.

Thank you for your kind consideration.

Sincerely,

[Your Name]

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