Formal Internship Cover Letter

Subject: Application for Internship - [Your Name]

Dear [Hiring Manager Name],

I am writing to apply for the [Position] internship at [Company Name]. I am currently pursuing [Your Degree] at [Your University], and I am eager to gain hands-on experience in [Industry/Field].

Through my coursework and projects, I have developed skills in [specific skills or software], and I am confident in my ability to contribute effectively to your team. I am particularly interested in [specific area or project of the company], and I am enthusiastic about the opportunity to learn from your experienced staff.

Thank you for considering my application. I look forward to the possibility of discussing how I can contribute to [Company Name].

Sincerely,

[Your Name]

[Your Contact Information]

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