

Referral-Based Application

Dear [Hiring Manager's Name],

I am writing to apply for the Investment Banking Summer Internship at [Bank Name], as recommended by [Referrer's Name], [Referrer's Title] in your [Division]. After speaking with [him/her] about the role and learning more about your team's work in [specific sector], I am confident that this opportunity aligns perfectly with my career goals and qualifications.

Currently a junior at [University Name] majoring in Finance, I have prepared extensively for a career in investment banking. My academic record includes a 3.82 GPA and completion of advanced courses in Mergers & Acquisitions, Leveraged Buyouts, and Financial Modeling. I have complemented my coursework with practical experience through a summer internship at [Company], where I built financial models, conducted comparable company analyses, and assisted in preparing materials for three live transactions.

[Referrer's Name] mentioned that your team values candidates who demonstrate initiative and intellectual curiosity. These qualities have defined my academic and professional journey—from founding my university's Private Equity Club to independently completing six online financial modeling courses to continuously seeking learning opportunities from industry professionals.

I am particularly drawn to [Bank Name]'s client-focused approach and your leadership in [specific industry/sector]. Your recent role advising on [specific transaction] exemplifies the type of high-impact work I aspire to contribute to throughout my career.

I would welcome the opportunity to discuss my qualifications and learn more about how I can contribute to your team's continued success.

Thank you for your consideration.

Sincerely,

[Your Name]

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