

Recent Graduate First Internship Application

Subject: Application for [Internship Title] - Recent [Degree] Graduate

Dear [Hiring Manager's Name],

I am writing to apply for the [Internship Position] at [Company Name]. As a recent graduate from [University Name] with a degree in [Field of Study], I am eager to begin my professional journey by contributing to your team while gaining practical experience in [industry/field].

Throughout my academic career, I focused on developing a strong foundation in [relevant subjects/skills]. My coursework in [specific courses] provided me with theoretical knowledge in [areas], and I consistently achieved [academic achievement, e.g., Dean's List, GPA]. For my capstone project, I [describe project and outcomes], which reinforced my interest in pursuing opportunities like this internship.

Beyond academics, I actively sought leadership and collaborative experiences. As [role] in [student organization/club], I [specific accomplishment]. This experience taught me [skills learned], which I believe will serve me well in a professional environment. Additionally, I volunteered with [organization], where I [contribution and impact].

I am particularly drawn to [Company Name] because of [specific reason - company values, innovative projects, industry leadership]. Your recent [project/initiative/achievement] especially resonated with me, as it aligns with my personal interest in [related interest]. I am confident that my academic background, combined with my enthusiasm and willingness to learn, would make me a dedicated and valuable intern.

I am available to start immediately and am flexible regarding schedule and responsibilities. I would appreciate the opportunity to discuss how I can contribute to your team while developing professionally.

Thank you for your time and consideration.

Best regards,

[Your Name]

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