

Provisional internship requisition letter

Subject: Provisional Request for Internship

Dear [Recipient's Name],

I am seeking a provisional internship opportunity at [Company Name] for the upcoming [Term/Month].

Currently enrolled in [Course/Degree] at [Institution Name], I aim to enhance my practical skills in [Field].

I am eager to contribute to your projects while learning from experienced professionals.

Please let me know if any preliminary steps or documents are required to initiate this process.

Thank you for your time and consideration.

Best regards,

[Your Name]

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