

## Proactive Application Before Internship Openings

Subject: Expression of Interest in Summer Internship Opportunities

Dear [Hiring Manager's Name],

I am reaching out to express my interest in potential summer internship opportunities at [Company Name]. Although I understand that official internship postings may not yet be available, I wanted to introduce myself and share my enthusiasm for your work.

I am currently pursuing a degree in [Your Major] and have a strong interest in [relevant area]. I would be grateful if you could keep me in mind for any upcoming opportunities that match my background and skills.

Thank you for your time and consideration.

Sincerely,

[Your Name]

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