

Request for Research Internship Consideration

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

[Recipient's Name]
[Title/Position]
[Company/Organization Name]
[Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in a research internship opportunity at [Company/Organization Name]. I am currently a [Your Major/Field of Study] student at [Your University] and am eager to gain hands-on experience in [Specific Area of Interest].

Throughout my studies, I have developed strong skills in [Relevant Skills or Experiences], and I believe that an internship at [Company/Organization Name] would greatly enhance my understanding and knowledge of [Relevant Field]. I am particularly impressed by [Mention any relevant project, research, or values of the organization].

I would be grateful if you could consider my application for an internship position. I am available for an interview at your earliest convenience and can be reached at [Your Phone Number] or [Your Email Address]. Thank you for considering my request. I look forward to the possibility of contributing to your team.

Sincerely,

[Your Name]