

Reference Request for Internship Application

Dear [Mentor's Name],

I hope this message finds you well. I am reaching out to request your support in my application for an internship position at [Company/Organization Name]. As a mentor, your guidance has significantly influenced my professional development, and I believe your reference would greatly enhance my application.

The internship position focuses on [briefly describe internship focus or role], and I think my skills and experiences align well with the requirements. Having you as a reference would provide valuable insight into my abilities and dedication.

If you agree to provide a reference, the company may contact you via [mention preferred contact method, e.g., email, phone]. I would be happy to provide any additional information or context about the position if needed.

Thank you for considering my request. I appreciate all the guidance you have given me, and I look forward to hearing from you soon.

Best regards,

[Your Name]

[Your Contact Information]

[Your LinkedIn Profile or Website] (if applicable)