

Your Name  
Your Address  
City, State, Zip Code  
Your Email  
Your Phone Number  
Date

Hiring Manager's Name  
Company Name  
Company Address  
City, State, Zip Code

Dear [Hiring Manager's Name],

I am writing to express my interest in the internship position at [Company Name] as advertised [where you found the internship posting]. I am currently a [your year, e.g., junior] at [Your University], majoring in Information Technology. With a solid foundation in software development, data analysis, and a passion for technology, I believe I am a strong candidate for this role.

During my academic career, I have gained experience in [mention relevant coursework, projects, or skills]. I successfully [briefly mention specific projects or experiences that relate to the internship]. These experiences have equipped me with the practical skills necessary to contribute effectively to your team.

I am particularly drawn to this internship at [Company Name] because of [mention something specific about the company or its projects]. I am eager to apply my skills and learn from the talented professionals at your company.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you. I am available at your earliest convenience for an interview.

Sincerely,  
[Your Name]