

# Internship Application for International Relations

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Title]

[Organization Name]

[Organization Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the internship position focused on global policy analysis at [Organization Name] as advertised on [where you found the internship listing]. I am currently a [Your Year, e.g., "junior"] at [Your University] majoring in International Relations, with a keen interest in global policy dynamics.

During my academic journey, I have developed strong analytical and research skills which I have applied in various projects focusing on [briefly mention relevant projects or topics]. My coursework in [specific relevant courses] has further solidified my understanding of the complexities of international relations and the importance of effective policy analysis.

I am particularly drawn to [Organization Name] because of [mention something specific about the organization or its projects that excites you]. I am eager to contribute to your team by [explain how you can contribute], and I believe that this internship will provide me with invaluable hands-on experience in the field.

Thank you for considering my application. I look forward to the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [Organization Name]. I am available

for an interview at your earliest convenience and can be reached at [Your Phone Number] or [Your Email].

Sincerely,

[Your Name]