

Application for Urban Planning Research Internship

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the Urban Planning Research Internship position at [Company/Organization Name] as advertised on [where you found the job listing]. I am currently pursuing a degree in [Your Degree] at [Your University], where I have developed a strong foundation in urban planning principles and research methodologies.

During my studies, I have gained hands-on experience in [mention any relevant experience, coursework, or projects], which has equipped me with skills in data analysis, spatial planning, and community engagement. I am particularly drawn to [Company/Organization Name] because of [briefly mention what you admire about the company or its projects].

I believe that my strong analytical skills and passion for urban development will allow me to contribute meaningfully to your team while gaining invaluable experience in the field. I am eager to learn from experienced professionals and to contribute to impactful projects that promote sustainable urban growth.

Thank you for considering my application. I look forward to the opportunity to discuss my candidacy further. I have attached my resume for your review.

Sincerely,

[Your Name]