

Internship Request for Consulting Position

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in an internship position within your esteemed consulting firm, [Company Name]. As a [Your Year, e.g., sophomore] studying [Your Major] at [Your University], I am eager to gain practical exposure in the consulting field and believe that [Company Name] offers the ideal environment for professional growth.

Through my coursework and extracurricular activities, I have developed a strong foundation in [relevant skills or experiences]. I am particularly drawn to [specific project or value of the company], and I hope to contribute my skills while learning from your talented team.

I would appreciate the opportunity to discuss how I can contribute to and learn from [Company Name]. I am available for an interview at your convenience and can be reached at [Your Phone Number] or [Your Email]. Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]