

Internship Application for Library Studies Program

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

[Recipient Name]
[Library Name]
[Library Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the internship position at [Library Name] as part of my Library Studies program at [Your University]. I am eager to gain practical experience and contribute to your library's mission of promoting literacy and community engagement.

My coursework has provided me with a solid foundation in library sciences, and I am particularly skilled in [mention relevant skills or experiences]. I believe that an internship at [Library Name] will allow me to apply my knowledge in a real-world setting while further developing my skills.

I have attached my resume for your review. I look forward to the opportunity to discuss how my background, skills, and interests align with the goals of your library. Thank you for considering my application.

Sincerely,

[Your Name]