

Internship Application for Educational Technology Role

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the Educational Technology internship position at [Company's Name] as advertised on [where you found the listing]. I am currently pursuing a [Your Degree] in [Your Major] at [Your University] and have developed a passion for integrating technology into educational settings.

During my studies, I have gained hands-on experience in [mention relevant skills or technologies related to educational technology]. This internship would provide an excellent opportunity for me to further develop my skills and contribute to [Company's Name]'s innovative projects.

Enclosed is my resume, which provides additional details about my background and accomplishments. I am eager to bring my background in educational technology and my enthusiasm for learning to your team. I look forward to the possibility of discussing how I can contribute to [Company's Name].

Thank you for considering my application. I hope to hear from you soon.

Sincerely,

[Your Name]