

# Application for Research Assistant Internship

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

Hiring Manager  
Company/Organization Name  
Address  
City, State, Zip Code

Dear Hiring Manager,

I am writing to express my interest in the Research Assistant internship position as advertised on [where you found the job listing]. With my background in [your field of study], I am eager to contribute my research skills and enthusiasm to [Company/Organization Name].

I am currently a [your year, e.g., junior] at [Your University], majoring in [Your Major]. My coursework and projects have equipped me with a solid foundation in [relevant skills or topics]. I have hands-on experience in [mention any relevant experience], which I believe would be beneficial for the research team.

I am particularly drawn to this internship because [reason related to the company or research area]. I am excited about the opportunity to work under the guidance of experienced researchers and contribute to [specific goals or projects of the organization].

Enclosed is my resume, which provides additional details about my academic achievements and research experience. I am looking forward to the possibility of discussing this exciting opportunity with you. Thank you for considering my application.

Sincerely,  
Your Name