

Internship Collaboration Proposal

Date: [Insert Date]

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

[Recipient Name]
[Recipient Position]
[Recipient Organization]
[Recipient Organization Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to propose a potential internship collaboration between [Your Organization] and [Recipient Organization]. Our goal is to enhance practical learning experiences for students while contributing to the innovative projects at [Recipient Organization].

We believe that a partnership can provide valuable opportunities for students to apply their theoretical knowledge in real-world settings. By creating internship opportunities, we can help foster the skills necessary for their future careers.

Our organization offers [briefly describe the resources, mentorship, and support your organization provides]. We are excited about the possibility of working together to develop a mutually beneficial internship program.

We would love the opportunity to discuss this further and explore how we can make this collaboration a success. Please let us know a convenient time for you to meet or have a call.

Thank you for considering this proposal. We look forward to your positive response.

Sincerely,

[Your Name]
[Your Position]
[Your Organization]