

Dear [Recipient's Name],

I hope this message finds you well. My name is [Your Name], and I am currently a [Your Year, e.g., sophomore] student at [Your University] studying [Your Major]. I am writing to inquire about potential internship opportunities within [Nonprofit Organization's Name].

Having a strong interest in [specific cause or area of work related to the nonprofit], I believe an internship would provide invaluable experience and help me contribute positively to your team. I would love to learn more about any current or upcoming internship openings you may have.

Thank you for your time, and I look forward to your response.

Sincerely,

[Your Name]

[Your Phone Number]

[Your Email Address]