

# Invitation to Participate in Our Internship Program

Dear [Candidate's Name],

We are pleased to inform you that you have been selected to participate in our Internship Program at [Company Name]. This program is designed for candidates pursuing a degree in Business Administration and aims to provide hands-on experience in the industry.

Details of the Internship:

- **Position:** Intern - Business Administration
- **Duration:** [Start Date] to [End Date]
- **Location:** [Company Address]

Please confirm your acceptance by [Response Deadline]. We are excited to have you on board and look forward to your contribution to our team.

Best Regards,

[Your Name]  
[Your Position]  
[Company Name]  
[Contact Information]