

Request for Internship Advising Session

Dear [Advisor's Name],

I hope this message finds you well. My name is [Your Name], and I am currently a [Your Year, e.g., sophomore] studying [Your Major] at [Your University]. I am writing to request an advising session regarding potential internship opportunities within my field.

I am particularly interested in [specific areas of interest or types of internships], and I believe your guidance would be invaluable as I navigate the application process.

Could we arrange a meeting at your earliest convenience? I am available [provide a few options for dates and times], but I am happy to accommodate your schedule.

Thank you very much for your time and assistance. I look forward to your response.

Best regards,

[Your Name]

[Your Contact Information]

[Your University]