

Internship Request for Research Assistantship

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Institute/University Name]

[Department Name]

[Address]

[City, State, Zip Code]

Subject: Request for Research Assistant Internship

Dear [Recipient Name],

I am writing to express my interest in a research assistant internship position within your esteemed department. I am currently pursuing a [Your Degree] in [Your Major] at [Your University], and I believe that my academic background and skills will make me a valuable addition to your research team.

During my studies, I have developed a strong foundation in [Relevant Skills or Subjects], and I am particularly interested in [Specific Research Area]. I am eager to contribute to your ongoing projects while gaining hands-on experience in a research environment.

I am available [Your Availability], and I am open to discussing any internship opportunities you may have. Thank you for considering my application. I look forward to the possibility of discussing my candidacy further.

Sincerely,

[Your Name]