

# Internship Application Status Update

Dear [Applicant's Name],

Thank you for your application for the [Internship Position] at [Company Name]. We appreciate your interest in joining our team.

We are currently in the process of reviewing applications and plan to make our decisions by [Decision Date]. We will notify you via email regarding the outcome of your application.

Thank you for your patience and understanding. If you have any questions, please feel free to reach out.

Sincerely,  
[Your Name]  
[Your Title]  
[Company Name]  
[Contact Information]