

Extended Internship Opportunity

Date: [Insert Date]

Dear [Candidate's Name],

We are pleased to inform you that we have the opportunity to extend your internship with [Company Name] for an additional [duration of extension, e.g., three months]. Your contributions and dedication during your initial internship period have been highly valued.

During this extended period, you will have the chance to further develop your skills and take on additional projects that align with your career goals. We believe this opportunity will be mutually beneficial.

Please confirm your acceptance of this extended internship by [confirmation deadline], and feel free to reach out if you have any questions.

We look forward to continuing our work together!

Sincerely,

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