

# Proposal for Internship Collaboration

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient's Name]

[Recipient's Position]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this letter finds you well. My name is [Your Name], and I am [Your Position/Your Academic Status]. I am reaching out to propose a collaboration for an internship program that would provide hands-on experience for students while adding value to [Company's Name].

This internship program aims to [briefly describe the goal of the internship program and its potential benefits to the company and students]. We believe that partnering with your esteemed organization would enhance the learning experience and bring fresh perspectives to your team.

We would love to discuss this proposal further and explore how we can work together to implement this initiative. Please let me know a convenient time for us to meet or have a call.

Thank you for considering this opportunity. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Position/Your Institution]