
Basic Cover Letter for High School Student

Dear [Employer's Name],

As a high school student, I am excited about the opportunity to apply for the [Job Title] position at [Company Name]. Although my professional experience is limited, I have developed key skills through my studies, part-time work, and extracurricular activities.

My role as [mention a responsibility or role in a club or sport] taught me [mention a key skill], and my part-time work at [mention work experience] developed my abilities in [mention another key skill]. I believe these skills would be valuable in the position I am applying for.

Thank you for considering my application.

Sincerely,
[Your Full Name]