
Internship Cover Letter for Undergraduate Example

Dear [Hiring Manager's Name],

I am writing to express my interest in the [Internship Title] at [Company Name]. As an undergraduate student majoring in [Your Major] at [Your University], I am eager to put my classroom knowledge to practical use.

My involvement in [mention a club, group, or part-time job] has helped me develop important skills such as [mention a key skill] and [another key skill]. I believe these skills, coupled with my academic knowledge, will allow me to contribute to your team effectively.

I am particularly attracted to [Company Name] because of its [mention something you admire about the company]. I am excited about the opportunity to learn from and contribute to such a respected organization.

Thank you for considering my application. I look forward to discussing my qualifications further.

Sincerely,

[Your Name]