
Medical Assistant Cover Letter for Student Example

[Your Name]

[Your Address]

[City, State, ZIP Code]

[Email Address]

[Phone Number]

[Today's Date]

[Employer's Name]

[Medical Facility's Name]

[Medical Facility's Address]

[City, State, ZIP Code]

Dear [Employer's Name],

I am writing to apply for the Medical Assistant Internship at [Medical Facility's Name]. As a student pursuing a Bachelor's degree in Healthcare Administration, I am eager to gain practical experience in the field.

During my studies, I have gained a solid foundation in healthcare concepts, medical terminology, and administrative tasks. My internships at [Previous Internship Place] have further honed my patient care and administrative skills.

Thank you for considering my application. I look forward to the possibility of contributing to [Medical Facility's Name].

Sincerely,

[Your Name]