

Mikayla Kricfalusi

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Mr/Mrs. _____,

As a student at High Tech High North County, I am applying for an internship at _____. I have the opportunity to spend one month in May acquiring the necessary skills to work in a professional environment and learning the day to day activities particular professional. The goal is to complete thirty hours a week of learning and activity per week in order to maximize the effect this internship will have on me. During this period of time, I hope to complete a project which will aid _____ in some way.

I am applying for this internship because I am interested in pursuing a profession in _____ and want to experience what it is like to be in that environment. I am an eager student and am hoping to experience a wide variety of new situations. I am interested in this field particularly because _____. Due to this, I hope to expand my knowledge and participate in a _____ setting.

I am eligible for this internship because I am a hardworking, dedicated individual. If given this opportunity, I will put in the time and effort to be an asset to _____ as well as an avid student. I am looking forward to scheduling a time to meet with you and discuss my qualifications and the possibility of an internship. Thank you for your consideration of my resume.

Sincerely,

Mikayla Kricfalusi