

[YOUR FULL NAME]

[ADDRESS] | [CITY, STATE, ZIP] | [PHONE NUMBER] | [EMAIL ADDRESS] |
[LINKEDIN PROFILE URL]

[Date]

[Hiring Manager Name]
[Title, e.g., Head of Campus Recruiting]
[Investment Bank Name]
[Department, e.g., Investment Banking Division]
[Street Address]
[City, State, Zip]

Dear Mr./Ms. [Last Name],

I am writing to express my strong interest in the [Position Name, e.g., Investment Banking Summer Analyst] position at [Bank Name] for the [Year] program, as advertised via [Source]. Having followed [Bank Name]'s recent involvement in [Specific Deal or Market Trend], I am impressed by the firm's [Specific Cultural Aspect, e.g., entrepreneurial approach/market-leading position in M&A] and am eager to contribute to the [Specific Group Name] team.

Currently pursuing my [Degree] in [Major] at [University], I have developed a rigorous technical foundation in financial modeling, valuation techniques (DCF, Comparable Companies, Precedent Transactions), and accounting. During my previous internship at [Previous Company Name], I [Describe a quantitative achievement, e.g., built a dynamic three-statement model for a mid-market manufacturing firm], which honed my attention to detail and ability to perform under tight deadlines.

Beyond my technical skills, I possess the work ethic and resilience required for the demanding environment of investment banking. As [Role, e.g., Captain of the Finance Club/Student Athlete], I have demonstrated my ability to lead diverse teams and manage competing priorities effectively. I am committed to the long hours and high-stakes precision that [Bank Name] expects from its analysts.

I am highly motivated to bring my analytical mindset and dedication to [Bank Name]. Thank you for your time and consideration of my application. I look forward to the possibility of discussing how my background aligns with the needs of your team.

Sincerely,

[Your Full Name]