

[Full Name]
[Street Address]
[City, State, Zip Code]
[Phone Number]
[Email Address]

[Date]

[Recipient Name/Program Director]
[Department Name]
[Institution/Hospital Name]
[Street Address]
[City, State, Zip Code]

Dear [Dr./Mr./Ms. Last Name],

I am writing to formally express my interest in the [Specific Academic Internship/Rotation Name] at [Institution Name] for the upcoming [Term/Year] session. As a [Year] medical student at [Medical School Name] with a dedicated interest in [Specific Specialty/Field], I am eager to contribute to your team and further develop my clinical and research competencies within your esteemed program.

Throughout my academic tenure, I have maintained a strong focus on [Specific Subject or Skill]. My clinical rotations in [Department Name] have provided me with a solid foundation in patient assessment, diagnostic reasoning, and collaborative care. Furthermore, my involvement in [Briefly mention a specific project, research, or volunteer experience] has equipped me with the analytical skills and discipline necessary to excel in a high-intensity academic environment.

I am particularly drawn to [Institution Name] because of your reputation for [mention a specific program strength, e.g., innovative research in oncology, commitment to underserved populations, or advanced surgical techniques]. I am confident that my background in [relevant skill/experience] and my commitment to evidence-based medicine align with the goals of your department.

Enclosed is my curriculum vitae and [any other required documents] for your review. I would welcome the opportunity to discuss how my qualifications and passion for [Specialty] make me a strong candidate for this internship. Thank you for your time and consideration.

Sincerely,

[Signature (if sending by mail)]
[Full Name]
[Medical School Name], Class of [Year]