

[Your Full Name]
[Your Address]
[Your Phone Number]
[Your Email]

[Date]

[Hiring Manager Name]
[Organization Name]
[Organization Address]

Dear [Hiring Manager Name/Internship Coordinator],

I am writing to express my strong interest in the [Position Name] Internship at [Organization Name]. As a [Your Year of Study/Recent Graduate] specializing in [Your Major/Field of Study], I have long admired [Organization Name]'s commitment to [Specific Environmental Issue, e.g., climate policy/ocean conservation].

My academic background has provided me with a firm foundation in [Specific Relevant Skill, e.g., environmental law/data analysis/public policy]. Recently, I [Describe a relevant project, volunteer experience, or achievement, e.g., organized a campus-wide recycling initiative or conducted research on local biodiversity]. This experience strengthened my ability to [Mention a transferable skill, e.g., communicate complex scientific data to the public/engage with community stakeholders].

I am particularly drawn to this internship because of [Organization Name]'s recent work on [Specific Campaign or Initiative]. I am eager to contribute my skills in [Skill 1] and [Skill 2] to support your advocacy efforts and help advance your mission of [Mission Statement/Goal].

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my dedication to environmental protection can benefit the team at [Organization Name].

Sincerely,

[Your Signature]
[Your Printed Name]