

[Your Full Name]

[Your Address]

[Phone Number]

[Email Address]

[Date]

[Hiring Manager Name]

[Title]

[Charity Name]

[Charity Address]

Dear [Hiring Manager Name or "Internship Coordinator"],

I am writing to express my enthusiastic interest in the [Title of Internship] at [Charity Name]. As a [Your Year of Study] student majoring in [Your Major/Field] at [Your University], I have long admired [Charity Name]'s commitment to [mention a specific mission or program of the charity].

My academic background has provided me with a strong foundation in [relevant skill or subject area]. Recently, I completed [mention a relevant project, course, or previous experience] where I developed skills in [Skill 1] and [Skill 2]. I am particularly drawn to this internship because of the opportunity to support [specific healthcare initiative] and contribute to the well-being of the [specific community served] community.

In addition to my technical skills, I bring a high level of empathy and a dedication to public service. I am eager to apply my [mention a soft skill, e.g., communication or organizational skills] to help [Charity Name] achieve its goals for the upcoming [Season/Year].

Thank you for your time and for considering my application. I look forward to the possibility of discussing how my passion for healthcare equity and my background can benefit your team.

Sincerely,

[Your Signature]

[Your Printed Name]