

Cover Letter for Internship with no Experience

Hi Team / <Name>,

I am a <x Year> student of <xxx> University, <City>. I am a passionate and goal driven individual and would be grateful if I could intern at your organisation as part of a summer internship program.

Even though I have no work experience, I am sure that I would be the right choice for this organisation with my ability to:

Simplify complex concepts: I am involved in voluntary teaching service at the local high school.

Time management: I worked part time at a non-profit organisation during my first year at college. I am also on the editorial board of my college magazine and sports club.

I am a quick learner and can adapt myself to the work flow whenever the need arises. Thanking you for your time and understanding.

Regards,

<Name>