

Campus Box #0000
Salisbury, MD 21801

January 17, 20XX

Dr. Dxxxx Xxxxxx
Director of Clinical Experiences
Salisbury American Red Cross
14333 Mt. Herman Road
Salisbury, MD 20000

Dear Dr. Xxxxx:

I became aware of The American Red Cross Presidential Internship program from an advertisement from my university's Career Services department. I feel that this program will be mutually beneficial, as I have a great deal of interest and experience within the Environmental Health field, as well as a desire for knowledge and experience within the discipline.

I am currently a junior at Salisbury University and have taken many courses that can help me perform at a superior level in this internship. I have had experience working in research labs at Salisbury University within a Bacterial Source Tracking Laboratory as well as a Membrane Biology Laboratory, both of which I have worked in groups but also independently on various projects. This experience provides what I believe to be a solid foundation for this internship. Furthermore, I have worked very hard at Salisbury University to obtain a strong academic record and I believe this displays a commitment to any undertaking I pursue. In addition, I am a very fast learner and I work very well under direction from my peers as well as superiors.

In addition to my scholastic achievements, I have managed to be quite active in various other academic challenges. As my resume states, I have been fortunate to receive many honors, awards, and recognitions at Salisbury University. I believe these accomplishments reveal the fact that I am a very dedicated, loyal, and humble individual. Most importantly all of these activities are examples of my strong work ethic, which I believe to be the most important trait when attempting anything of relevance. Also, I truly understand how much I have to learn and what better place to do that than the American Red Cross organization.

I would be very interested in setting up either a telephone or in-person interview with you or a representative from your company. I very much look forward to discussing my skills and qualifications. Please do not hesitate to contact me with any questions or if you need more information, my transcript, or references. Thank you for your time and consideration.

Sincerely,

Lxxxxx Cxxxxxx