

Ms. Michelle Smith

Editor

The Daily Inquirer

Dear Ms Smith:

I am a senior Journalism student at the UK University of Communication. This is to manifest my intent to work as one of your interns.

I served as the news editor of our student publication for a year, and I have attended a number of journalistic trainings. I enjoy covering events on different beats and interviewing people from all walks of life. I am interested to learn more about journalism by serving as one of your interns, which is also one of our requirements before graduation.

In this light, I am attaching a copy of my comprehensive CV to enumerate my background and experience related with Journalism. I hope to be trained under your supervision. You can reach me through the contact information I have provided in my CV.

Thank you and I am hoping to get a positive response from your end.

Respectfully yours,

Pamela Lewis

Student

UK University of Communication