

Your Name

B.Tech (CSE), 3rd year

Northfield College of Engineering

Pune

+91 98xxx xxxxx

yourname@email.com

Ref: —

Date: 14 April 2026

The HR Manager

Company Name Pvt. Ltd.

Pune 411057

Subject: Application for summer internship in software development

Dear Sir/Madam,

I am a third-year B.Tech student in Computer Science at Northfield College of Engineering, Pune, and I would like to apply for a six-to-eight-week summer internship in software development at your company from 1 June 2026.

I have worked on web projects using React and Node.js, and built a campus placement portal as part of a team project. I am comfortable with Git, SQL and basic cloud deployment, and I learn quickly.

I have attached my resume and a bonafide certificate from my college. I would be grateful for an opportunity to contribute and learn from your team.

Yours sincerely,

Your Name

Roll No. 21CS000