

To Whom It May Concern,

I am a student of Istinye University, studying **name of the department** in the Faculty of **name of the faculty** in **4th** year.

I am entitled to attend the Erasmus+ Student Mobility for Traineeship for the **2020/2021** academic year and I want to be an intern at your facility in the context of the programme.

I have thoroughly searched your programs and I found your facility to be very appealing to me as I want to work on **field of work**. I am very interested in improving my skills regarding **field of work** and I hope that this internship program will be beneficiary for both parties.

I would like to inform you that I will not have any financial expectations during this period.

Kind regards,

**Name Surname**

Attachment 1: Resume (CV)

Attachment 2: Student Certificate (English)