Mr. Roland Austin

Fayetteville Street  
Raleigh, North Carolina 27601

June 8, 2010

Dr. Albert West

Director

North Carolina Hospital

Dear Dr. West,

Warm greetings!

I am a student taking up my medical degree in an esteemed institution.  I will be taking up my internship in the next academic year and I would like to apply at your hospital as an intern.

I have maintained an excellent academic record and I am an active member of the Medical Society in the university.  I have served as a volunteer on numerous medical missions and other activities related to the field of medicine where I have been exposed to experiences involving health and fitness.  As a student, I have been awarded by the university as an outstanding student for two years.

I have attached two letters of recommendation from my professors who will vouch for my qualifications.  Should you have any queries, please contact me at (919) 755 3111.

Thank you.  I anticipate your favorable response.

Sincerely,

Roland Austin