

# Motivation Letter for Internship

Your Address

Date

Receipient Name

Receipient Address

Dear Ms. XYZ

I am a first-year student at Yale Law School and am seeking a position in the Attorney General's Office for the Summer 2014. My family resides in Arlington, and I plan to return to the area following my law school graduation. If funding is not available for summer interns in your office, Yale is able to fund my employment. My background and interests are well-suited to the work conducted by your office generally, and the Civil Law Division in particular. As an undergraduate, I learned about the trial process through my work as a counselor and student judge for the University Judiciary Committee. I enjoyed interviewing and preparing witnesses for hearings, analyzing the facts of cases, and drafting opinions.

I will be in Virginia from December 23 to January 2 and would welcome the opportunity to speak to you about a position as a summer intern in the Office of the Attorney General. I will call your office later this month to see if an interview might be arranged during that time. Thank you for your consideration.

Sincerely,  
ABC