



PARKER DEWEY

Subject: Thank you

Hello [Contact],

Thank you for your guidance and supervision throughout my Micro-Internship project. I really appreciate having had this opportunity to [clarify a few specific things you did/learned]. I particularly enjoyed [highlight something about the work, their supervision, and/or the company that stood out to you].

[only include this next section if you're genuinely interested in working with this company in the future]

I sincerely enjoyed the experience and hope I get the opportunity to work with/for [company] again. If there are any current or future opportunities for [clarify what types of opportunities you're looking for, whether they be full-time, internships, or additional Micro-Internship projects], I would love to apply.

I look forward to [depending on your goals: working with you again in the future/hearing about how my project will be implemented/learning about any opportunities that might become available/staying in touch.]

Thank you again,

[Your name]

[Your Institution, Class of ??]