«Contact»

«Title»

«Firm»

«Street»

«City»

**Re: Summer 2025 Student Position at «Firm»**

Dear «Salutations» «Contact»,

I am a third-year JD/MBA (2L) student at the University of British Columbia. I am writing to apply for a summer 2025 position with «Firm» (“«Short\_Name»”).

I am drawn to «Short\_Name» because of its strong Technology Transactions and Mergers and Acquisitions practice groups. I am confident that your firm is the ideal place to establish my legal career, given its commitment to mentorship, early exposure to challenging legal work, and the breadth and sophistication of files that can only be found in a leading national firm.

I aim to leverage my diverse skill set honed through various work and academic experiences to contribute to the established success of «Short\_Name». Lorem ipsum dolor sit amet, consectetur adipiscing elit. Sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat. Duis aute irure dolor in reprehenderit in voluptate velit esse cillum dolore eu fugiat nulla pariatur. Excepteur sint occaecat cupidatat non proident, sunt in culpa qui officia deserunt mollit anim id est laborum. Curabitur pretium tincidunt lacus.

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Please find enclosed my resume and undergraduate and law school transcripts for your review. I can be reached at **[phone]** or **[email]** should you wish to arrange an interview. Thank you for taking the time to consider my application. I look forward to hearing from you.

Sincerely,

**[student-full name]**