

[Date]

[Lab Manager or PI Name]

[Lab Name]

[Lab Address]

Dear _____,

I am writing you today to express my profound interest in the summer internship program at [insert lab name]. I am currently a [insert year, major, and school name] and I'm interested in pursuing PhD in either Developmental or Clinical Psychology [*tailor to your interests, and again it's okay if you aren't fully sure of what you want to do yet!*]. Upon reading more about the lab I became particularly interested in the various studies that [*insert lab research*], as well as the studies looking [insert more research lab does].

In addition to being a student, I am also a research assistant at [insert lab name] which I have worked at since _____. My responsibilities include conducting studies with _____. I also assist in coding the collected data. The studies in this lab focus on _____. Primarily I am focused on my own project in which I _____. My work with infants typically involves assisting as an agent in our theory of mind task and live coding infant looking behaviors through jHab for our puppet studies [*the lab I was applying to focused on infants, so I made it a point to talk about the relevant experience I had with this population*]. I am hoping to gain more hands-on experience working with infants, as well as continuing to work with toddlers and preschoolers.

Aside from my experiences at the _____ Lab, I also work as a Clinical Assistant at _____, where I assist in the reliability coding project, and babysit siblings that come in to the center. Beyond interacting with families in a research setting I also volunteered at my local hospital for three years in the _____. At the _____ I helped nurses take care of the babies, and learned how to interact with parents who are very stressed and anxious about their child.

Through working in the _____, the _____, and my local hospital I have gained vast experience in working with children from all different age groups and backgrounds, and I have become very familiar with making families feel as comfortable as possible whenever they come into the lab.

I believe that my vast experience working with children and families, as well as my passion for Developmental Psychology can serve as a great asset for the _____ [lab name]. In addition to my prior experience I am a very hard working, driven person, and I am also very open-minded in understanding other people's beliefs and feelings, even when they differ from my own. I am excited to speak with you more in the future about the potential of working in your lab as a _____, and I appreciate you taking the time to review my materials.

Best Regards,
