

Kara Russell
9100 Bridgewater Lane
Huntington Beach, CA 92646

October 17, 2003

Nancy Apodaca
St. Joseph Hospital
1100 West Steward Drive
Orange, CA 92863

Ms. Apodaca:

I am currently a junior at Edison High School. I am interested in obtaining an internship at St. Joseph Hospital in the field of respiratory health. I want to intern with a staff respiratory therapist and gain knowledge and skill in the field. I have an intense desire to help people, especially medically, and I hope you will help me realize this dream.

I will be dedicating much of my time during my junior year to my internship. I am very passionate about respiratory therapy, and I will dedicate all I can to performing at this job. I have a thorough resume and portfolio from which you can review my qualifications. I share my family's interest in respiratory therapy, as my mother has worked for St. Joseph for over fifteen years as a respiratory therapist. She has taught me some invaluable skills such as CPR, and it has sparked my interest. I wish to learn more and be able to use my skills to help others. My strong academic and sports background exemplifies my dedication, determination, and perseverance in everything that I apply myself to. I have no doubt that I will portray these efforts while interning at the hospital. I have experience in advanced science, health, and courses related to medicine that will aid me as well. Although it would be an internship, I know that I would treat it as a job and do everything as completely and accurately as I can, pouring all I have into it. I know that I would not only gain invaluable knowledge after my internship, but a great appreciation and understanding of the respiratory field.

Thank you for taking the time to consider my qualifications and desires for this internship. Please consider the abilities and attributes that I have to offer the field. I look forward to working with you and your wonderful staff.

Sincerely,

Kara Russell
Edison High School Student