[Your Name]

[Phone] | [Email] | [LinkedIn] | [Date]

[Recruiter's Name]

[Company Name]

[Company Address]

London, UK

Dear [Recruiter's Name],

I am writing to apply for the [Spring Week / Early Insight Programme] at [Company Name]. I am currently a [Year] student at [University Name], studying [Degree], and I am very keen to gain exposure to the dynamic world of finance and the unique culture of [Company Name].

During my studies, I have developed strong analytical and quantitative skills, achieving [X]% in [Relevant Module] and completing projects on [specific finance topic]. Last summer, I [describe relevant experience – e.g., conducted financial research, built Excel models, analysed markets], which strengthened my interest in investment banking/asset management/markets.

I am particularly drawn to [Company Name] because of [specific reason – e.g., its entrepreneurial culture, leading advisory work, commitment to diversity]. I am eager to contribute to your team by bringing my strong work ethic, attention to detail, and enthusiasm for financial markets. I am confident that participating in your Spring Week will provide invaluable insights and allow me to demonstrate my potential as a future analyst.

Thank you for considering my application. I would welcome the opportunity to discuss my candidacy further.

Yours sincerely,

[Your Name]