**İngilizce Niyet Mektubu Örneği**

Tarih ../…/….

(staj yapmak istediğiniz kurumun bilgileri)

Political Science Department University of Cambridge

The Old Schools, Trinity Ln,

Cambridge CB2 1TN, ENGLAND

Dear Sir/Madam,

As you may know, the European Union has started a new on-job-training support programme within the framework of ERASMUS initiative, which covers Turkey as a candidate country. The programme supports students of European countries for three months (July-September) …………………….as trainee in related firms.

I am a student……………………………(bölümünüzün adı) at Konya Gıda ve Tarım University and I would like to apply your company as a trainee upon your kind approval. Aim of my internship is to learn much more things about …………………. and have experience at Europe in terms of ……………………. and ………………., discovering European culture, adapting to hard and different conditions when I get alone on abroad. International relations is an important department for me. Because of this reason, internship at Europe is necessary for my career. I would like to improve myself. My English is in advance degree and I am affording to improve it.

The EU Erasmus office finances the cost of the students.

Please check my CV and transcript enclosed to make your decision. If you decide to accept me as a trainee, could you please send me the letter of acceptance to the address below. This acceptance letter should include your company profile, scope of my trainee programme and the dates (../../…. - ../../….) of my internship.

Thank you very much for your kind interest.

Sincerely yours,

Öğrencinin Adı Soyadı

İletişim Bilgileri