Dear Sir/ Madam,

I am writing to you as I would like to apply to your Summer Internship at Byrne Wallace Solicitors. I am a final year Corporate Law and French student at NUI Galway. I was drawn to this opportunity when the Law School advertised your Summer Internship Programme.

I believe the nature of my degree with the combination of law, business and language subjects has prepared me for this Summer Internship Programme at Byrne Wallace. I have thoroughly enjoyed studying law at NUIG. Every year my results are improving and I am confident that I will achieve a 2.1 degree.

Throughout my college experience at NUIG, I have developed the following skills which I believe would stand to me on this Summer Internship Programme:

**Teamwork:** This year I am taking part in a moot court competition which has involved working as a team player along with my partner to draft written submissions and rehearse our oral argument.

**Communication:** I am a volunteer at the Disability Legal Information Centre which requires me to listen to the clients and communicate in a clear and effective way.

**Organisational Skills:** I am a member of the committee for the International Student Society. I contribute at group meetings and help organise society events.

**Ability to meet deadlines:** This year I have had many deadlines for group projects and essays. I always make sure to start assignments as soon as possible so I have sufficient time to research various sources and to check over my work after.

**Multi-tasking and Time Pressure:** I currently work as a Student Ambassador for the Career Development Centre at NUIG. My job entails promptly helping employers set up at career fairs, ushering, handing out leaflets and reporting issues to those running the events.

**Time Management and Attention to Detail:** My college exams involve reading questions very carefully in order to identify all the necessary details and making sure I have enough time to answer them.

I would be delighted to have the opportunity to work for Byrne Wallace, as I believe it would be a challenging and stimulating experience to work for this reputable international law firm.

Thank you for taking the time to consider my application. I look forward to hearing from you.

Yours sincerely,

Laura Laird