

*Disclaimer: This is an **example** cover letter that should only serve as a guide. Please modify as appropriate to suit your particular situation and to highlight your strengths.*

Date

Name of Recipient
Address of Recipient
City, State, Zip

Dear _____:

I am excited to apply for the (pharmacy intern, pharmacy resident, clinical pharmacist, staff pharmacist, research assistant, etc) position that is available at your (pharmacy, institution, company, etc).

Currently, I am a (first, second, third, fourth) year student pharmacist at the University of California, San Diego Skaggs School of Pharmacy and Pharmaceutical Sciences. This position would give me the opportunity to gain valuable (community pharmacy, hospital pharmacy, clinical, research, etc.) experience. (My long-term goals are not yet clearly defined and I wish to experience additional areas of pharmacy practice to help in this decision. OR I am firmly committed to a career in clinical practice and wish to gain additional experience OR whatever your long term plans might be).

(Point out your strengths that you wish to have the recipient pay particular notice to. This could be skills, experience, activities, leadership, etc.). I would be a good fit for this (position/company, etc) because (list/describe your reasons).

I look forward to hearing from you regarding an interview opportunity. Should you have any questions, please feel free to contact me.

Sincerely,

Your Name

Address
City, State, Zip

E-mail address
Telephone Number