

[Your Name]
[Your Address]
[Your Phone Number]
[Your Email]
[Date]

[Recruitment Manager Name]
[Law Firm/Organization Name]
[Address]

Dear [Mr./Ms./Mx. Last Name],

I am writing to express my strong interest in the [Year] [Name of Fellowship] at [Law Firm Name]. As a first-year student at [Law School Name], I am eager to contribute my unique background and perspective to your firm while developing my legal skills under the mentorship of your world-class practitioners.

My commitment to diversity and inclusion stems from [briefly describe your background, personal experiences, or identity]. These experiences have shaped my approach to problem-solving and collaboration, allowing me to [mention a specific skill, such as bridging gaps between different groups or advocating for underrepresented voices]. I am particularly drawn to [Law Firm Name] because of your firm's commitment to [mention a specific diversity initiative or practice area the firm is known for].

During my undergraduate studies at [Undergraduate University], I [mention a leadership role, clinical experience, or academic achievement]. This experience taught me the importance of [relevant skill, e.g., legal research, teamwork, or resilience]. I am confident that the dedication and analytical rigor I applied to my past roles will allow me to thrive in your summer program and contribute meaningfully to your client teams.

Thank you for your time and for considering my application. I have attached my resume, undergraduate transcript, and [any other required documents]. I look forward to the possibility of discussing how my background and aspirations align with the goals of [Law Firm Name].

Sincerely,

[Your Signature]

[Your Printed Name]