[Date]

[Applicant Name]
[Applicant Address]
[City, State, Zip Code]

Dear [Applicant Name],

Thank you for your interest in the [Year] Internship Program at [Company Name]. We appreciate the time and effort you took to apply and interview for the [Internship Position Name] role.

After carefully reviewing all applications and conducting interviews, we have decided to move forward with other candidates who more closely match the specific requirements of our program at this time.

The selection process was highly competitive, and we were impressed with your background and achievements. We encourage you to apply for future openings or internship cycles that align with your career goals.

Thank you again for your interest in [Company Name]. We wish you the best of luck with your academic studies and your future professional endeavors.

Best regards,

[Your Name]
[Your Job Title]
[Company Name]