Subject: Update on your application for [Internship Position Name]

Dear [Candidate Name],

Thank you for taking the time to meet with our team during the final stage of our interview process for the [Internship Position Name] role. It was a pleasure learning more about your background and interests.

This was a difficult decision, but we are writing to inform you that we have decided to move forward with another candidate at this time.

The selection committee was very impressed with your [mention a specific skill, e.g., technical skills/passion for the industry], and reaching this final stage is a testament to your strong qualifications. However, we have chosen the candidate whose current experience most closely aligns with our immediate project needs.

We will keep your resume on file for future internship opportunities that may be a better fit. We also encourage you to apply for other roles at [Company Name] in the future.

We appreciate the time and effort you invested in our recruitment process. We wish you the very best in your academic studies and your future professional career.

Best regards,

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