

## Sample Psychology Intern Cover Letter

**JOHN P. COVLETTER**

7896 Heart Court ♦ Maple Tree, CA ♦ Cell (123) 456-7890 ♦ email@pepperdine.edu

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November 1, 2012

Dr. Gregory Rivera  
Pepperdine Community Counseling Clinic  
6100 Center Drive, 5th Floor  
Los Angeles, CA 90045

Dear Dr. Rivera:

It is with great pleasure that I submit this formal letter of interest for the Marriage and Family Therapist Intern position offered at your clinic. In speaking with Julia Gulia, Clinical Training Coordinator at Pepperdine University, about my interests in the field of psychology, she highly recommended that I further my experience at Pepperdine Community Counseling Clinic. As you will see from my attached resume, I am a graduate of the MFT program at Pepperdine University's Graduate School of Education and Psychology.

My experience working at New Directions for Youth afforded me the opportunity to develop new therapeutic skills and expand on personal attributes vital to the therapeutic process. I have a strong work ethic and am self-motivated, intuitive and organized. I have a positive attitude, and most importantly, great interpersonal and communication skills. My position with New Directions for Youth enabled me to interact with and assist at-risk youth through individual, family, and group counseling on issues ranging from depression and anger management to interpersonal relationship difficulties and substance abuse. By facilitating gang prevention and parenting groups, I developed skills in being a supportive, empathic, and efficient leader. Furthermore, my experiences volunteering for a variety of mentorship and tutoring agencies have instilled in me the desire to give back to the community. Specifically, I have become more adept at interacting with clients from a variety of backgrounds and have developed a passion for helping clientele that might not otherwise have access to therapeutic services except through a community agency.

I believe working at the Pepperdine Community Counseling Clinic will be a great opportunity to contribute my counseling skills while building upon my experience with children, adolescents and their families. I am dedicated to fostering a safe environment and working with each individual to develop customized plans to improve their quality of life.

I believe that I have the professional and personal characteristics to be a successful contributor and team member at the Pepperdine Community Counseling Clinic. I welcome the opportunity to discuss my qualifications with you in person. If you have any questions or require any additional information, please feel free to contact me at (123) 456-7890 or email@pepperdine.edu. Thank you for your time and consideration; I look forward to hearing from you.

Sincerely,

John P. Covletter

## Sample Practicum Cover Letter

### **PAPRIKA P. COVLETTER**

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email@pepperdine.edu

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November 1, 2012

Dr. Angela Flame  
Pepperdine Community Counseling Clinic  
18111 Von Karman Avenue  
Irvine, CA 92612

Dear Dr. Flame:

I am applying for the practicum position listed with the clinical training office at Pepperdine University. As you will see from my attached resume, I am currently enrolled in the Marriage and Family Therapy program at Pepperdine University's Graduate School of Education and Psychology.

My extensive experience servicing children and families has affirmed my interest in working with this population. In my current position at The Girls Empowerment Center, I utilize my interpersonal and therapeutic skills to foster a supportive relationship in group therapy with teen and pre-teen groups to enhance their self-esteem. In addition, my past experience as a teacher demonstrates my responsibility, dedication, and leadership skills. In this position, I also collaborated with supervisors and colleagues to create beneficial programs that met the children's needs. Along with my professional experience, my abilities to be empathic, open-minded, and uphold appropriate boundaries demonstrate the combination of professional and personal qualities that I would contribute to your clinic.

After researching the Pepperdine Community Counseling Clinic, I have learned that your mission is to help children, adolescents and their families, providing them with opportunities to achieve a better life and to educate them in becoming healthy individuals. I am dedicated to helping youth from diverse backgrounds and believe that I will be a great asset to your team.

I am currently looking to enhance my therapeutic skills and to utilize my education and previous experiences to help others. Moreover, the clinical training program offered by the Pepperdine Community Counseling Clinic would provide me with the opportunity to make a difference in the community. I look forward to further discussing my qualifications with you and can be contacted at (323) 456-7890 or email@pepperdine.edu. Thank you for your time and consideration.

Sincerely,

Paprika P. Covletter