January 25, 2011

Mr. Ray Adams

14388 North 79th Avenue

Peoria, AZ 85381

Dear Mr. Adams,

I am currently a senior at Centennial High School. In my English IV Honors and Business Medical and Legal Administration class, I am supposed to find an internship with a company that best relates to my field of interest. My field of interest is computer sciences. This field involves working on hardware and software components of computers and other forms of technology. The CTE program in which this class is involved in, I, as the student, am supposed to find a company which deals with this particular field of my choosing. Once locating a company that does this, I must attempt to have them join the CTE program and hire an intern, whether it is volunteer work, or a paid internship.

If you require more information about the CTE program or the internship details, please feel free to contact me at my e-mail address dfellows66@cox.net, or call me on my personal cell phone, (623)-776-6522. If you would prefer to retrieve the information from the course coordinators, Mrs. Koener, or Mrs. Berens, please notify me so I can set up a time to talk with them, as well as a way to talk with them in regards to all the information necessary to become involved with this program. Thank you for your time, and I look forward to hearing from you soon in relation to this program.

Sincerely,

Daniel Fellows