

INTERN FOR A DAY

FOLLOW UP THANK YOU EMAIL TEMPLATE

After you have completed your job shadow day be sure to thank your matched employer for hosting. This demonstrates professionalism and strengthens the connection you've made.

Dear [EMPLOYER NAME],

Thank you for a wonderful job shadowing experience with [COMPANY NAME]. I appreciate the time and effort put in by you and your team for hosting through the Intern For A Day program. I enjoyed meeting with _____ and learning more about _____. This opportunity has strengthened my skills in _____ and I look forward to using these tools as I continue my professional journey.

I would love the opportunity to stay connected with you via LinkedIn. I've linked my profile here [INSERT LINK OR HYPERLINK TEXT] *(if applicable)*.

Best,

[EMAIL SIGNATURE]

Other items you could include:

- Questions about upcoming job or internship postings
- Request a resume review once Intern For A Day experience has been added, template linked [here](#)
- Career decisions this experience has helped you make
- Other activities from the job shadow day you enjoyed