Dear [Name] / Dear Recruitment Team,

I am applying for the [Job Title] position advertised on [where you saw it]. I am a [final-year / second-year] [qualification] student at [institution].

I believe I am a good fit for this role. In my part-time job at [store or company], I [one task, e.g. assist customers and handle cash and card payments]. For a university project, I [one project, e.g. built an Excel complaint log and presented recommendations to my class].

I am reliable, I learn quickly and I take care to get details right. I am available [days and hours / from date].

Thank you for considering my application. My CV is attached.

Kind regards,
[Your Name]
[Cell number]
[email@example.com]

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