

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Title]
[Department/University Name]
[University Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to apply for the Bachelor of Technology (BTech) program in [Specific Major/Field] at [University Name]. With a strong background in [relevant subjects/experiences], I am eager to further my education in a dynamic and challenging environment.

[Paragraph 1: Briefly introduce your background, passion for technology, and interest in the specific program.]

[Paragraph 2: Highlight relevant academic achievements, projects, or experiences that showcase your aptitude for the program.]

[Paragraph 3: Discuss why you have chosen [University Name] and how you believe it aligns with your career goals.]

I am excited about the opportunity to contribute to [University Name] and engage in [specific programs, projects, or clubs related to your field].

Thank you for considering my application.

Sincerely,

[Your Name]