

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
[Recipient Name]
[Department Name]
[Indian Institute of Technology (IIT) Name]
[Institution Address]
[City, State, Zip Code]

Dear [Recipient Name or Admissions Committee],
I hope this letter finds you well. My name is [Your Name], and I am writing to express my interest in applying for admission to the [specific program, e.g., Bachelor of Technology in Computer Science] at [IIT Name] for the academic year [year].

I have a strong academic background in [relevant subjects or fields] and have demonstrated my commitment to [specific extracurricular activities/achievements]. My passion for [specific topic or field] drives my desire to pursue my education at [IIT Name], which is renowned for its [mention any relevant features of the institute].

Enclosed with this letter are my application materials, including my transcripts, recommendation letters, and [any other relevant documents].

I believe that my [mention specific skills or experiences] will contribute positively to the [specific program or institute culture].

Thank you for considering my application. I look forward to the opportunity to contribute to and learn from the esteemed faculty and vibrant community at [IIT Name].

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]