

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

The Joint Admissions and Matriculation Board (JAMB)

[Board's Address]  
[City, State, Zip Code]

Dear JAMB Registration Officer,

Subject: Application for JAMB Registration

I, [Your Full Name], a prospective student, wish to formally apply for registration to participate in the upcoming Unified Tertiary Matriculation Examination (UTME). Below are my details:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- State of Origin: [Your State of Origin]
- Preferred Institution: [Your Preferred Institution]
- Course of Study: [Your Desired Course]
- Examination Year: [Year of Examination]

I have attached the necessary documents and requirements as stipulated on your website for your perusal.

Thank you for your assistance in this matter. I look forward to your prompt response regarding my registration.

Sincerely,

[Your Signature (if sending a hard copy)]  
[Your Printed Name]