

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

The Registrar
Joint Admissions and Matriculation Board (JAMB)
[Address of JAMB Office]
[City, State, Zip Code]

Dear Registrar,

Subject: Request for JAMB Registration

I am writing to formally request assistance with my JAMB registration for the upcoming examination. My details are as follows:

- Full Name: [Your Full Name]
- Date of Birth: [Your Date of Birth]
- Registration Number (if applicable): [Your Registration Number]
- Preferred Examination Center: [Choice of Center]

I have completed all necessary procedures and would appreciate your guidance regarding any further steps required to finalize my registration.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

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