

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

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

Dear Sir/Madam,

Subject: Application for JAMB Registration

I am writing to formally request the registration for the Joint Admissions and Matriculation Board (JAMB) examination for the [year] academic session. I am a prospective candidate and have completed all necessary prerequisites.

Please find attached the required documents for your review:

1. Completed registration form
2. Copies of relevant educational certificates
3. Proof of payment

I kindly request your assistance in facilitating my registration process.

I look forward to your positive response.

Thank you for your attention to this matter.

Sincerely,

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