

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

To,

The Examination Authority  
Joint Entrance Examination (JEE) Mains  
[Authority Address]  
[City, State, Zip Code]

Subject: Addressing Issues Faced in JEE Mains Examination

Dear Sir/Madam,

I hope this letter finds you well. I am writing to bring to your attention some issues that candidates, including myself, faced during the recent JEE Mains examination held on [Date of Examination].

Firstly, [Describe the first issue, e.g., technical glitches in the online exam, delay in starting the exam, etc.]. This caused significant confusion and anxiety among the students.

Secondly, [Describe the second issue, if applicable, e.g., discrepancies in the question paper, inadequate time, etc.]. Many candidates were unable to perform to the best of their abilities due to this situation. We understand that organizing such a large-scale examination comes with its challenges. However, we kindly request that these issues be reviewed and addressed to ensure a fair and smooth examination experience for all future candidates.

Thank you for your attention to this matter. We look forward to your prompt response and action.

Sincerely,

[Your Name]  
[Your Roll Number or Application Number]  
[Your School/College Name]