

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

The Coordinator

JEE Mains Examination

[Examination Authority Address]

[City, State, Zip Code]

Subject: Application for JEE Mains Examination

Dear Sir/Madam,

I am writing to formally request my application for the JEE Mains examination for the academic year [Year]. I am a [Your Current Education Status, e.g., Class 12 student] from [Your School/College Name] and have been preparing rigorously for this examination.

I kindly request you to consider my application for the upcoming JEE Mains scheduled on [Examination Dates]. I have attached all necessary documents, including my academic records and identification proof, as per the guidelines provided on the official website.

I appreciate your assistance in this matter and look forward to your favorable response.

Thank you for your attention.

Sincerely,

[Your Name]

[Signature (if sending a hard copy)]