

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

[Date]  
[Recipient Name]  
[Institution Name]  
[Institution Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my intention to apply for admission to the JEE Mains for the upcoming academic year. I am excited about the opportunity to pursue my engineering studies at [Institution Name], renowned for its commitment to excellence in education and research.

I have a deep-seated passion for [specific field of engineering] and believe that [Institution Name] offers the ideal environment for me to develop my skills and knowledge. My academic background, coupled with my enthusiasm for [relevant activities or projects], has prepared me well for the challenges of this program.

I am particularly drawn to [mention any specific programs, faculty, or facilities at the institution] that align with my career aspirations. I am confident that my dedication to learning and my proactive approach will allow me to contribute positively to the campus community.

Thank you for considering my application. I look forward to the opportunity to be part of [Institution Name] and to contribute to its vibrant academic atmosphere.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]