

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

Japan Educational Exchanges and Services (JEES)

[Office Address]
[City, State, Zip Code]

Dear Sir/Madam,

Subject: Application for JLPT Examination

I am writing to formally apply for the Japanese-Language Proficiency Test (JLPT) scheduled for [insert date] at [insert location]. I would like to register for Level [N1/N2/N3/N4/N5].

I have been studying the Japanese language for [insert duration] and have reached a proficiency level that I believe aligns with the requirements for [selected level]. I am eager to take this exam to assess my skills and further my understanding of the language.

Please find attached my completed application form, along with the necessary fees and required documents.

Thank you for considering my application. I look forward to your positive response.

Sincerely,

[Your Name]

[Your Signature (if sending a hard copy)]