[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
To,
The Controller of Examinations,
Jawaharlal Nehru Technological University,
[University Address]
[City, State, Zip Code]
Subject: Application for JNTU Examination
Respected Sir/Madam,
I, [Your Name], a student of [Course/Program Name] bearing roll number [Your Roll Number], would like to formally apply for the [specific exam name, e.g., "B.Tech End Semester Examination"] scheduled on [exam dates]. I request you to kindly process my application and provide me with the necessary details regarding the examination.
Thank you for your attention to this matter.
Yours sincerely,
[Your Signature (if submitting a hard copy)]
[Your Name]
[Your Roll Number]
[Course/Program Name]
[Year/Semester]