

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

Registrar
Jawaharlal Nehru University
New Delhi, India

Subject: Application for Course Registration

Dear Sir/Madam,

I hope this letter finds you well. I am writing to formally request my registration for the [specific course name] for the upcoming academic session [mention session/year].

I am a [your current program or degree] student and I believe that this course will significantly enhance my understanding of [briefly explain the relevance of the course to your studies].

Please find attached the required documents including my academic transcripts and registration form for your reference.

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

Sincerely,

[Your Name]
[Your Student ID] (if applicable)
[Your Department/Course]