

Write a letter on Information about Engineering course

MG Road,

Mysore.

Sep. 15, 20xx

The Admission CO-ordinator

`Sure Future Ltd.3,

Shajahan Road

New Delhi

Subject: Information about engineering courses.

Sir,

I have completed my senior secondary examination with Science Stream this year with 85 percent marks. I am interested in pursuing my graduation course in engineering in the USA.

However, I came to know that you provide assistance to the potential students seeking admission in various courses. I can pursue and the qualifying of registration (on-line/off-line or personally), fees for registration/assistance, etc.

As required, I am sending a self-addressed and duly stamped envelope herewith it. An early response will be highly appreciated.

Yours faithfully

Karuna