Jonathan Jackson

102, main street,

Orange County,

California-768025

USA

3/12/2011

To,

Dean,

Admission Office,

College of Business Management Studies,

1055, GW street,

Orange County,

Calfifornia-768256

USA-

Dear Sir,

Sub- Application for the admission in Post Graduation Program

I have been writing this letter to you seeking admission in two years post graduation program in Business Administration. I have completed my graduation in Business Administration from California Business Administration College with the good grades in all the semesters. I have also attached grade sheets with this letter for your convenient.

I have been one of the talented students in my college. I have participated in most of the extra curriculum activities of our college in which I have won many prices as well. I am ready to show you certificates of contests which I have won if required from your side. I have searched on the internet about your college and I have found that your college is one the best colleges for post graduation in management studies. I hope my record and achievement would be able to persuade you in giving me admission in your reputed college.

Early reply has been expected from my side.

Thanking you,

Yours Sincerely,

Jonathan Jackson

(Applicant)