**COLLEGE APPLICATION**

**Dear Sir,**

This letter is with reference to the MBA course offered by your college. I completed my graduation in commerce from a private college. I understand that you conduct a special entrance exam to screen students appearing for the course. I am interested to apply for the course.

I request you to kindly let me know the details regarding the exam and the admission procedure. I am keeping all my documents ready and after I receive the details and the application form, I shall fill it and send it to the concerned department.

I topped my college during graduation and I hope I will be short listed for the course. It is my dream to pursue MBA course in your college. I hope I will be able to fulfill my dream.

Looking forward to hear from you at the earliest,

Thanking you,

**Yours Sincerely,**