

# Study Plan for Competitive Exam Preparation

Date: [Insert Date]

To,

[Recipient Name]

[Recipient Address]

Dear [Recipient Name],

I am writing to outline my study plan for preparing for the upcoming [Competitive Exam Name]. The examination date is set for [Exam Date], and I aim to maximize my preparation in the following structured manner:

## Study Goals

- Understand the exam pattern and syllabus.
- Strengthen my knowledge in key subject areas.
- Practice with mock tests to enhance time management and exam strategies.

## Study Schedule

Day	Subject/Topic	Hours
Monday	[Subject 1]	[Hours]
Tuesday	[Subject 2]	[Hours]

## Resources

I will utilize the following resources to aid my preparation:

- [Book Title/Author]
- [Online Course/Platform]
- [Mock Test Series]

## Evaluation

Every week, I will evaluate my progress by taking a mock test and analyzing my performance to identify areas for improvement.

I am confident that this structured study plan will guide me effectively in my exam preparation.  
Thank you for your support.

Sincerely,

[Your Name]

[Your Address]

[Your Contact Information]