

Instructions to make an invitation letter for someone:

- Change the areas highlighted in yellow
- Attach copies of your I-20, passport, and transcript
- The guest should attach a copy of their financial statement to show they will support themselves during the visit

**SAMPLE INVITATION LETTER FOR STUDENTS  
WHO WISH TO INVITE FAMILY MEMBERS  
TO VISIT OR ATTEND THEIR GRADUATION CEREMONY**

**INVITATION LETTER**

[Name]  
[Street Address]  
[City, State, Zip]  
[USA]

[Date]

Consular Officer  
U.S. [Embassy or Consulate]  
[Street Address]  
[City, State/Province/Prefecture]  
[Country]

Dear Consular Officer,

My name is [name] and I am an F-1 student at Pratt Institute pursuing a [Certificate, Bachelor's, Master's] degree in [field of study]. My SEVIS number is [NXXXXXXXXXX] and copies of my I-20, passport and academic transcript are attached.

I wish to invite the following family member(s) to the United States to [attend my graduation ceremony, sightsee, etc.] on [date]:

[FAMILY NAME, First name - date of birth, relationship to you]

As my guest, [name(s)] will stay at [my apartment, a hotel] during the visit from [date] to [date]. As can be seen in the attached financial documentation, the costs of the visit will be covered by [family member, personal funds, etc.].

Thank you in advance for your time and consideration of [name's(s')] visa application.

Sincerely,

[Sign name above]  
[Type name here]