**Sample Invitation Letter Template**

12/10/2024

Consular Officer

United States (Consulate or Embassy)

(City), (Country)

Dear Consul,

My name is [your name], and I am a F1 student at the University of Houston-Clear Lake, pursuing a (Bachelor’s, Master’s or Doctoral) degree in (field of study).

A transcript, enrollment verification letter and a copy of my I-20 are attached as proof of my enrollment at the University of Houston-Clear Lake.

I wish to invite the following individual(s) to (example: my graduate ceremony, to visit me for summer vacation, etc.):

* First Name, LAST NAME (as it appears in passport)
* Date of Birth, Relationship to you

My guest(s) will be visiting me from (month day, year) until (month day, year) and will stay at (my residence or other location) during the duration of their visit. The costs of their visit will be covered by (financial information). Please see the attached financial documentation for more details.

Thank you for your time and consideration of the attached visa application.

Sincerely,

[Handwritten Signature]

[Your name]