Please find a sample letter that you can use and fill in the highlighted areas:

**Sample Invitation Letter Template**

(DATE)

Consular Officer

United States (Consulate or Embassy)

(City), (Country)

Dear Consul,

My name is [your name], and I am a(n) (F1 or J1) student at Wentworth Institute of Technology, located in Boston, Massachusetts, pursuing a (Bachelor’s or Master’s) degree in (field of study).

A transcript, a copy of the commencement webpage with the details for my graduation ceremony, and a copy of my Enrollment Verification Certificate from the National Student Clearinghouse are attached as proof of my enrollment at Wentworth.

I wish to invite the following individual(s) to my graduation ceremony on (list the date and time)

* 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]