

[Date]

[Student name]
[address]
[phone number]

U.S. [Consulate or Embassy]
[City, Country of U.S. Consulate or Embassy]

Dear Consular Officer:

My name is [Student passport name]. I am a [graduate or undergraduate student] at Pepperdine University in F-1 status [SEVIS #] majoring in [major].
[If you are a student on OPT state it here.]

I am writing this letter to confirm that I have invited [name of person being invited], citizen of [country] for [a temporary visit to the U.S.] or [to attend my commencement ceremony on (date)]. He/she will be arriving on [date] and departing on [date].

Thank you in advance for considering this Visitor Visa application.

Sincerely,

[Student name]