According to the U.S. Department of State, letters of invitation are neither required nor useful in helping someone apply for a B class visitor visa to come to the United States. In accordance with this guidance, the Office of Global Services is not able to issue letters of invitation on behalf of our students or alumni. While we do not issue letters of invitation ourselves, we do provide recommendations that may assist your friends or family in obtaining a visitor visa to the U.S.

To begin, please have your family/friends consult the U.S. Department of State for details on applying for a visitor visa.

To facilitate the process of applying for a visitor visa, you may write your own letter of invitation based on the template provided on page 2 of this document.

If you write your own letter, is it recommended that you also include the following:

- An Enrollment Verification Form from the university. Please refer to the Office of the Registrar for details.
- A photocopy of your most recent I-20 or DS-2019 as evidence of your current immigration status in the U.S.

U.S. law requires that an applicant for any visa type overcome “the presumption of immigrant intent” in order to be approved. What this means is that an individual who is applying for a visa must demonstrate that they have strong ties (through employment, family, education, property, etc.) to their home nation and intend to return there, rather than demonstrate an urge to immigrate permanently to the United States.
Sample Invitation Letter

[Your name]
[Local U.S. address]
[Phone number]

[Date]

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

To Whom It May Concern,

I am currently a [graduate/undergraduate] [student/scholar] at Northeastern University, in [F-1/J-1] status. I started my [study/work] at Northeastern on [start date on I-20/DS-2019], and my expected completion date is [last date on I-20/DS-2019]. [If you are on Post-OPT or Academic Training, you should include this here.]

I am writing in support of my [relationship to you]’s application for a visitor visa to [state purpose of the trip] for the period from [date] to [date].

Visitor(s) information:
Name:
Relationship to student:
Date of birth:
Country of citizenship:
Passport number:

Thank you for your consideration.

Sincerely,

[Your name]
[Your signature]

enclosures