**1. (Date)**

To Whom It May Concern:

I 1**. (Student’s Name) 2.(ID#))** am a **3. (Student’s Level)** degree candidate in the field of **4. (Major)** for the **5. ((Fall/Spring/Summer) Year)** semester here at Oklahoma State University in Stillwater, Oklahoma. The graduation commencement will occur on **6. (commencement date)** in historic Gallgher-IBA Arena on the O.S.U campus.

It is my distinct honor to invite the friends and family members listed below to attend the commencement and celebrate the completion of my **7. (Student’s Level)** degree.

I would appreciate your consideration in the processing of their tourist visa.

Family members/Friends name and relationship:

|  |  |
| --- | --- |
| **<Name>** | **<Relationship>** |
| **<Name>** | **<Relationship>** |
| **<Name>** | **<Relationship>** |

Country of citizenship: **9. (Home Country)**

Length of requested stay: **10. (# Of Months)**