

**Office Of International Student Services (OISS)**  
**Delaware State University**  
1200 North Dupont Highway, Dover, DE 19901  
Phone: 302-857-6474; Fax: 302-857-6567

## **INVITING FAMILY MEMBERS TO THE U.S.A.**

If you wish to invite someone to visit you while you are attending the Delaware State University, you will need to submit the following to the person you are attempting to invite to visit:

- 1. A letter from YOU requesting that they visit (see example attached). This letter will be used for the visa application and also by the Bureau of Customs and Border Protection (BCBP) at the Port of Entry. The BCBP will be interested in learning the purpose of the visit,**
- 2. A Certification of Enrollment Letter from the Registrar's Office located in the Administration Building,**
- 3. A photocopy of your previous financial documents, (not necessary if graduating)**
- 4. A photocopy of your Assistantship Letter (if applicable),**
- 5. A photocopy of your I-20,**
- 6. If you wish for your family member (spouse and/or dependents ONLY) to have a F-2 I-20, you must submit copies of their passports and marriage certificate to the OISS. Please revisit your I-20 packet and refer to "Dependents Costs,"**
- 7. Once you completed the letter of invitation, please submit a copy to the OISS.**

### **Health Insurance:**

**Be sure your visitors have health insurance that will cover them while in the United States.** Your guests can purchase insurance either in their home countries or after arrival in the United States. You can use one of those policies if your friend and relatives cannot purchase health insurance before departing for the U.S. Most guests will require "major medical coverage", which is health insurance that goes into effect if they are unexpectedly hospitalized as a result of an accident or an illness.

**Without health insurance, your guests could experience severe financial difficulty if hospitalization becomes necessary.**

In addition, the person who is applying for the B1/B2 visitor's visa will need to provide proof of their foreign residence, ties to the foreign residence (included but not limited to property ownership, employment, family ties, return air ticket, other responsibilities in the home country that would be difficult to abandon.)

### **Visa Waiver Program:**

The Visa Waiver program exists for citizens of certain countries to enter the United States as a tourist without having to apply for a B-2 visitor visa. Such countries are listed here:

[http://travel.state.gov/visa/temp/without/without\\_1990.html](http://travel.state.gov/visa/temp/without/without_1990.html) (new countries are added all the time).

If you are from a visa waiver country and wish to visit the USA on a visitor visa, starting on January 12, 2009 all VWP visitors will need to use ESTA (Electronic System for Travel Authorization). More information about ESTA is available here: [http://www.cbp.gov/xp/cgov/travel/id\\_visa/esta/](http://www.cbp.gov/xp/cgov/travel/id_visa/esta/) and an application for ESTA is available here:

[http://esta.cbp.dhs.gov/esta/esta.html?\\_flowExecutionKey=\\_c31307911-7671-98AC-8BF6-FF8AE690291A\\_k15ED392D-C63E-D97E-626E-8CBDF7B2EFBB](http://esta.cbp.dhs.gov/esta/esta.html?_flowExecutionKey=_c31307911-7671-98AC-8BF6-FF8AE690291A_k15ED392D-C63E-D97E-626E-8CBDF7B2EFBB)

# **SAMPLE LETTER OF INVITATION**

(Date)

Consular Officer

United States (Consulate or Embassy)

(City, Country)

Dear Consul,

My name is \_\_\_\_\_ and I am an F-1 student at Delaware State University in Dover, Delaware, pursuing a (bachelor's, master's, PhD, etc.) degree in (major or field of study). A Certification of Enrollment and copy of my (I-20) are attached as proof of my enrollment.

I wish to invite the below individual(s) (to my commencement ceremony, or to visit me during my school break, or whatever reason for the visit) to be held on (date) (or from date – date) in Dover, Delaware.

LAST NAME, First name (as in passport)

Date of birth

Relationship to letter writer (you)

Please assist them in receiving a tourist visa so that they may attend the ceremony/visit me as my guest. They will return back to their home country on (date). My guest(s) will stay (at my residence, or other location) during the duration of their visit, and the costs of their visit will be covered by (details of financial information).

Thank you for your time and kind consideration of the attached visa application(s). (same visa application you used when applying for your F-1 Visa).

Sincerely,

(your signature)

(Your name – printed)

**Sample Budget for inviting B1/B2 visitor  
(not necessary if invitation is for a short visit, 15 days or less)**

**Estimated Expenses (per month) or for period of stay:**

Housing

Food

Transportation/car

Insurance

Miscellaneous

**TOTAL EXPENSES**

**Approximate income or financial support:**

Family support

Income from other on-campus employment

Other

**TOTAL FINANCIAL SUPPORT**