

INVITING VISITOR'S TO THE U.S.

I want to invite my parents/family/friends to the U.S., what do I need to do?

Technically, neither you nor Bradley need to provide anything to the U.S. Embassy/Consulate. Your visitor will likely be applying for a [B-2 visa](#) in order to visit the US for a short period of time. In this case, it is up to the B-2 visa applicant to provide the necessary documents.

What do my parents/family/friends need to do to get a visitor's visa?

Your visitor will need to:

1. Schedule a visa appointment at their local U.S. Embassy or General Consulate
2. Provide the necessary documentation which includes:
 - a. A completed [DS-160](#) online with a printed confirmation page
 - b. A photo if it fails to upload during the DS-160 application
 - c. A passport valid 6 months past the visitor's period of stay
 - d. An application fee payment receipt
3. Additional documents can include anything that shows:
 - a. The purpose of the trip
 - b. Intent to depart the U.S. after the trip is complete
 - c. Ability to pay for the trip

Do I need to send my visitor an invitation letter?

Please note that the Department of State specifically states that "A letter of invitation or Affidavit of Support is not needed to apply for a nonimmigrant tourist visa. If you do choose to bring a letter of invitation or Affidavit of Support to your interview, please remember that it is not one of the factors that we use in determining whether to issue or deny a nonimmigrant tourist visa." (U.S. Department of State, <https://travel.state.gov/content/travel/en/us-visas/tourism-visit/visitor.html>)

I still want to send my visitor an invitation letter, what do I need?

If you still want to send your visitor an invitation letter, please be aware that the Office of International Student and Scholar Services will no longer be writing letters on behalf of Bradley University. If you would like to write an invitation letter, please reference the template provided with these instructions. Replace any information in the brackets "[...]" with information regarding your visitor.

If your visitor is coming for graduation, you may provide proof of your ceremony by logging into Webster, clicking the "Other" tab and printing that tab. This this is only applicable for students that have applied for graduation. Example of tab shown below:



The screenshot shows the Webster at Bradley University website. The navigation menu at the top includes: Register, Add & Drop; Your Schedule; Your Grades; Your Holds; Check Prereqs; u.Achieve; Change Addr; Clearing-house; **Other** (highlighted with a red arrow); Help; Log Out. The main content area displays student information: Major: **Your Major**; Concentration: **Your concentration**; **Advisor** (with a link to **Your advisor's information**); Student ID: **Your BU ID**; GPA: **Your GPA**; Hours: **Your class hours**; Class: **Your class**; Race: **Your race**; Plagiarism Quiz: Not Required, but Passed 10/07/2015. Below this is a link for **Class Rank as of Spring Semester 2017** with a sub-link **Your class rank**. At the bottom, there is a link for **Apply to Graduate** with a red arrow pointing to the text "You have already applied for December 16, 2017." and three links: [Control Sentry Access](#), [Unofficial Academic Record](#), and [GenEd Courses Completed](#).

TO: U.S. [Embassy or Consulate General] in [City]

DATE: [Month Day, Year]

RE: Visitor's Visa Application

Name: [Guest First Name] [Guest Last Name] **DOB:** [Month Day, Year]

Country of Birth: [Country] **Relationship:** [Relation]

To Whom It May Concern:

I, [*Student First Name*] [*Student Last Name*], am writing this letter in support of my guest, [Name]'s visa application. I am on an F-1 visa at Bradley University, my school ID is [BU ID number] and I will be receiving a [degree] in [major]. [Name] is my [relation] and is planning to visit me at Bradley University for my graduation ceremony on [event date]. Enclosed with this letter is a printout showing that I've applied for graduation and the event date.

[More details if needed. This can include plans for the visitor, dates of entry to the U.S., dates of departure from the U.S., and any ties that the guest has to home country.]

I would be honored to have my [relation] visit and request your consideration in the visa authorization. The approval of the visa application is greatly appreciated.

Sincerely,

[Student Name]
[Passport Number]
[College/Major]