

Your UK address

Visa Application Centre

British Embassy

City

Country

DATE

FAO: The Entry Clearance Officer,

RE: (your visitor's name and date of birth)

I, (your name), (your date of birth), would like to invite my (wife/husband/mother/friend etc.) (his/her/their name) to my graduation ceremony on (include the date of your graduation).

I am a full-time registered student studying at the University of Chichester and I am due to graduate on (add date) which is confirmed on the enclosed letter.

Information about the Graduation ceremonies can be found on the University of Chichester's website: <https://www.chi.ac.uk/about-us/events/graduation/>

During the visit my visitor will be staying in my accommodation. I have adequate accommodation and sufficient funding to sustain (him/her/them) during (his/her/their) visit (If your visitor is staying with you).

OR

If your visitor(s) will be staying in hotels/rented accommodation you should mention this and provide evidence of booking or rental agreement.

I am enclosing following documents to support (his/her/their) application.

1. A letter confirming my graduation ceremony date
2. A copy of my passport and visa
3. A University of Chichester Student Registration letter (you can print this via Chiview)
4. A copy of my accommodation contract/tenancy agreement and a letter from the landlord/agent (if the visitor is staying with you)
5. Evidence of external accommodation booking (if staying in a hotel/rented accommodation)

I would be very grateful if you would approve the request for a UK visa so that (he/she/they) can visit me on this important occasion.

Your name, Signature,