



HOW TO INVITE YOUR FAMILY & FRIENDS TO THE U.S.

Family and friends wishing to visit the U.S. may need to apply for a tourist visa to visit the U.S. More information can be found from the U.S. State Department / Bureau of Consular Affairs at www.travel.state.gov.

The following are suggested documents that you can provide your family/friends, which they can bring with them to their visa interview. These are support documents to show why they want to come to the U.S. and are in addition to the required documents the U.S. Consulate will require for the visa interview. You need to check the consulate's website for the specific application processes for that location.

1. Official UW Bothell Document Verifying Your Student Status / Graduation / Commencement Ceremony.

The following two documents are available from the Registrars Office (Husky Hall 1130, uwbreg@uw.edu.)

- **Enrollment Verification Letter (Tailored to include your graduation date):** This is a FREE official letter that confirms that you are a student at UW Bothell. If you have applied for graduation, then the letter can also confirm that you have applied to graduate for a specific quarter and when is the UW Bothell commencement ceremony date. However, you must request the graduation information to be ADDED to the letter, so we recommended that you request this letter in-person at the Registrars Office. Please allow 3-5 business days for processing.
- **Official Transcript (Printed or PDF Version available):** For a small fee, you can request your transcript which is the official document that confirms that you are a UWB student. If your degree has already been granted, this will be mentioned on the transcript. You can request a transcript in person or online at: <https://www.uwb.edu/registration/transcript>.

2. You will write an invitation letter to the U.S. Consulate expressing your interest to invite the family member/friend to the U.S.:

The Center for International Education and UW Bothell do not provide student invitation letters. The U.S. Consulate does not require an invitation letter from the school; they simply want to know why they want to visit the U.S. and ensure they will return to their home country. As you are the person in the U.S. who wants to invite your family and friends to the U.S., you will write the invitation letter to support their visa application. We suggest that your letter includes:

- Your name, passport ID# , and reason for living in the US
- The names of your family members/friends who are visiting and their passport ID#
- The purpose and approximate dates of their visit (include any trips or activities you have planned)
- Include if you will provide room/board or other financial assistance for the visit.

3. Evidence of funding (optional):

If you will provide room and board or any other specific expenses of the trip (such as airfare), you should supply evidence of your funding such as a bank statement or employment letter. There is no minimum dollar amount that you must reflect; but you should indicate an amount that is reasonable for the level of support you are providing. This can be helpful, as applicants for a U.S. tourist visa must demonstrate that they have enough funds to support their visit in the U.S.

4. Evidence of your status in the U.S. (send copies, not originals):

Students on F1 Visa:

- Copy of your passport ID page
- Copy of you F-1 visa (it is OK if it is expired)
- Print out of your I-94 Arrival/Departure Record at <https://i94.cbp.dhs.gov>
- Copy of your current UWB I-20. If the I-20 needs to be updated, contact the CIE at uwbintl@uw.edu

Students in another status (i.e. H4 visa, TN visa, Green Card holder, U.S. citizen, etc.):

- Copy of your passport ID page
- Copy of document(s) showing your immigrant (or non-immigrant) status in the U.S.
- Print out of your I-94 Arrival/Departure Record at <https://i94.cbp.dhs.gov> (Not for U.S. citizens)