Date

To Whom It May Concern:

I am currently a full-time student at Florida Institute of Technology pursuing a \_\_\_\_\_\_ degree in \_\_\_\_\_\_\_\_\_\_\_. I began my studies on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (date) and expect to graduate \_\_\_\_\_\_\_\_\_\_\_ (date).

I would like to invite my \_\_\_\_\_\_\_ (mother, father, etc.), to visit me in Melbourne, FL.

OR

I would like to invite my \_\_\_\_\_\_\_ (mother, father, etc.), to visit me in Melbourne, FL for my commencement ceremony, which will occur on \_\_\_\_\_\_\_ (date).

Name of Family Member:

Date of Birth:

Passport Number:

While visiting me, my relative(s) will be staying with me at \_\_\_\_\_\_\_\_ (house, hotel, etc.). The address is \_\_\_\_\_\_\_\_\_\_\_.

If you have any questions, please do not hesitate to contact me.

Sincerely,

Name

Address