

**INVITATION LETTER DRAFT**

(International student fills out this Draft letter and returns it to the ISO with an unofficial transcript. Using the student's draft letter, ISO types the finished letter on ISO letterhead paper).

\_\_\_\_\_  
(Date)

TO WHOM IT MAY CONCERN:

This is to certify that \_\_\_\_\_,  
(Print Name: First, Middle, Last Name – Underline Last Name)

a citizen of \_\_\_\_\_,  
(Country)

\_\_\_\_\_ student at Minnesota State University, Mankato for the  
(Undergraduate or Graduate)

\_\_\_\_\_ school year. He / She is majoring in \_\_\_\_\_.  
(Example: 2001-2002) (Circle One) (Name of Major)

This letter is also written to invite \_\_\_\_\_  
(Examples: my family; my parents; my siblings; my relatives; my my friends, etc.)

to \_\_\_\_\_  
**(Purpose/Reason:** visit me in the U.S.A.; attend my graduation ; other –explain)

on \_\_\_\_\_  
(state dates of visit; state graduation date, etc.)

	<u>Name</u>	<u>Relationship</u>	<u>Date of Birth</u>
Example:	Mohammad Raza KHAN	(Father)	DOB: 10-16-51
	FanFan HUANG	(Mother)	DOB: 02-14-52
	Saleem KHAN	(Sister)	DOB: 06-15-95

Print Clearly Please: (if you need more space, use back of this Draft letter)

_____	_____	DOB: _____
_____	_____	DOB: _____
_____	_____	DOB: _____
_____	_____	DOB: _____

Should you have additional questions, please feel free to contact me.

Sincerely,  
Thomas C. Gjersvig  
Director  
International Student Office