



# International Affairs

UNIVERSITY OF COLORADO  
COLORADO SPRINGS

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## REQUEST FOR LETTER OF INVITATION

Submit this form to the IA Front Desk or by email to [international@uccs.edu](mailto:international@uccs.edu), with **passport page copy** for each person you are requesting a letter for. You will receive an e-mail from IA when your letter is ready for you. IA will issue one letter for all persons on this request. *Please allow 3 business days.*

Name: \_\_\_\_\_

Date: \_\_\_\_\_

UCCS ID #: \_\_\_\_\_

UCCS e-mail address: \_\_\_\_\_

Status (F-1 or J-1): \_\_\_\_\_

Graduate or Undergraduate: \_\_\_\_\_

UCCS major: \_\_\_\_\_

Reason for requesting letter (for example: date of graduation, vacation or whatever the reason):

Name of each person you are inviting and relationship to you:

LAST (family)

First (given)

Relationship

Country where visa will be requested: