

## Invitation Letter For Commencement

### Instructions to Invite Families from Abroad to Attend Graduation Ceremony

1. Request a letter from Graduation Office verifying graduation status and Commencement date. (This letter must come from Graduation Office. Some Embassies do not accept letters from Int'l Office.) To obtain a letter from OSA, complete a [Letter Request Form](#) <sup>[1]</sup> and submit to the Degree Audit Office.
2. Student writes a letter to U.S. Embassy/Consulate where his/her family will apply for a visa expressing wish to invite family members whose names should match that on their passports. (This letter should be sent to your family, NOT embassy/consulate.)
3. Student writes invitation letter directly addressed to family member(s).
4. Family members take all three letters above when applying for visitor visas.

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**Source URL:** <http://www.pace.edu/commencement/chile/france>

**Links:**

[1] [http://www.pace.edu/OSA/Forms/Letter\\_request.pdf](http://www.pace.edu/OSA/Forms/Letter_request.pdf)