

# PACE UNIVERSITY

## English Language Institute

### **Letter of Intent Template for F-1 Student Visa Applicants**

The Letter of Intent is an important part of your F-1 visa application. It explains why you want to study at the English Language Institute (ELI) at Pace University. In this letter, you will show:

**.Your interest in studying English in the U.S.**

**.Your reasons for choosing the English Language Institute English Program at Pace University**

**.Your future plans after your studies**

Write this letter in clear, professional English. Use your own words to answer each section.

*Tip: If your English level is still improving, you can write the letter in your native language and have it translated. Bring both the original and the notarized, translated letter to your visa interview.*

Below is an outline to help you write your letter of intent.

[Date]

[Your Name]

[Your Full Address]

[Email Address]

[Phone Number]

[Consulate or Embassy Name]

[Consulate/Embassy Address]

Dear Visa Officer,

### **Introduction**

.Introduce yourself briefly (e.g., your job or recent studies).

.State why you are writing the letter (e.g., "I am writing to share my plans to study English at the English Language Institute (ELI) at Pace University in New York City.").

### **Why Did You Choose the English Language Institute at Pace University?**

.Why did you choose the ELI at Pace University instead of other English programs?

.What features of the ELI are important to you (e.g., small classes, activities, quality of teaching)?

.Did you look at other English programs? Why did you decide that the ELI at Pace is the best choice?

### **Why Study English in the United States? Why New York City?**

.Why do you want to study English in the U.S. instead of your home country?

.Why did you choose New York City? How will this location help you learn better?

.What do you like about the culture and academic life in the U.S.?

### **Previous Travel or Study Experience**

.Have you traveled or studied in another country before? If yes, where and why?

.Have you visited the U.S. before? If yes, why did you visit?

.How did your past experiences prepare you for studying at the ELI?

### **Educational and Career Goals**

.What are your goals for learning English? How will better English skills help you?

.How will the ELI program support your future job or studies when you go back home?

.Are you planning to continue studying or working in your home country after the program?

### **Financial Support**

.Who will pay for your studies at the ELI? If someone else is paying, explain your relationship (e.g., parent, employer).

.How will you cover the costs of tuition, living expenses, and other fees?

.Have you arranged a place to live during your stay in the U.S.?

### **Ties to Your Home Country**

.Explain your connections to your home country (e.g., family, job, community activities).

.Why do you plan to return to your home country after finishing your studies?

.How will you use your new English skills when you return (e.g., job promotion, starting a business, continuing your education)?

### **Conclusion**

.Share your excitement about studying at the ELI at Pace University.

.Thank the visa officer for their time and consideration.

Sincerely,

[Your Full Name]

### **Tips for Your Letter**

.Keep your letter short and clear (1-2 pages).

.Use specific examples to explain your reasons.

.Write in your own words to share your personal story.

.Do not copy text directly from the ELI website or this outline.

Good luck! We look forward to welcoming you to Pace University and helping you reach your English language goals.

## **Questions? Contact us!**

