# SAMPLE SPONSORSHIP LETTER

**[Date]**

International Student Services

Center for the Global Learner

Durham Tech Community College

1637 Lawson Street

Durham, NC 27703

To Whom It May Concern:

This letter is to inform you that I, **[ SPONSOR NAME ],** agree to financially support **[ NAME OF STUDENT ]** who is my **[ RELATIONSHIP OF STUDENT (son, daughter, etc.) ],** while he/she is a student at Durham Tech. I understand I am to be financially responsible for all of his/her educational (tuition, fees, books, supplies), living (rent, food, utilities, transportation), health, and personal expenses *and living expenses of any dependents of a student (spouse and children) applying for an F-2 visa status*.

I have attached a bank statement to show that I have sufficient funds to meet the financial requirement of $23,000 USD or the equivalent for the first year for the student *(an additional $5000 or the equivalent for each dependent).* I also have a plan to pay for these expenses for future years. If you have any questions, you can contact me at **[PHONE NUMBER],** **[FAX NUMBER],** or **[EMAIL ADDRESS].**

I have attached a document indicating the amount of money converted into USD if I am using money in another currency.

Sincerely,

***{Sponsor Signature}***

Sponsor Name Printed

Sponsor Street Address

City, State, Postal Code  
Country