

SAMPLE SPONSOR LETTER

Page one is a completed sample letter. Fill in the blanks on page two to create your own sponsor letter that you can print and sign.

February 14, 2012

Susie Sample
1 Husky Way
Portland, ME 04101

University of Southern Maine
Office of International Programs
96 Falmouth Street
Portland, ME 04103 USA

Dear Office of International Programs:

This letter is to confirm that I will be responsible for room and board throughout the duration of John Sample's educational program at the University of Southern Maine. I can confirm that John is my nephew. I understand that his academic program is expected to take four years to complete.

If you have additional questions please contact me at 207-450-5555 or by e-mail at ssample@gmail.com.

Sincerely,

Susie Sample

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University of Southern Maine
Office of International Programs
96 Falmouth Street
Portland, ME 04103 USA

Dear Office of International Programs:

This letter is to confirm that I will be responsible for _____
throughout the duration of _____'s educational
program at the University of Southern Maine. I can confirm that
_____ is my _____. I understand that _____ academic
program is expected to take _____ years to complete.

If you have additional questions please contact me at _____ or by e-mail at
_____.

Sincerely,