



THE UNIVERSITY  
of ADELAIDE

# International Student Support Invitation Letter Information

This form is intended as a guide for international students who are writing invitation letters. It is intended as a general guide only.

If your family members apply for a visitor visa to visit you in Australia, they may need to provide an invitation letter. This invitation letter is a letter from you (not from the University) that explains your relationship to your family member and the reason that you are inviting them to visit you in Australia.

Information that you may wish to include in your invitation letter:

- > The names and dates of birth of the relatives you are inviting
- > Your relatives' intended travel dates
- > An explanation of your student status and program of study
- > An explanation of the reason that you are inviting your relatives
- > Graduation ceremony dates (if your relatives are visiting to attend your graduation)

Information about the documents required for a visitor visa application can be found on the Department of Home Affairs' website:

<https://immi.homeaffairs.gov.au/visas/getting-a-visa/visa-listing/visitor-600>

## Sample letter

Below is a sample letter outlining the type of information that you may need to supply in your invitation letter. Please note that this letter is a suggestion only – whether your letter is sufficient and if a visa will be granted is ultimately a decision made by the Department of Home Affairs.

<Address of the Australian visa office in your home country>

Letter header

**Subject:** <name and date of birth of your relative(s)>

**Date:** <today's date>

Subject line

To Whom It May Concern:

I am international student who <is currently enrolled in / has recently completed> the <name of program> program at The University of Adelaide. I wish to invite <name of your relative(s)> to visit me in Australia for <time period> for the purpose of <reason for visit: graduation dates, etc.>.

Body of letter containing information about your student status and the reason why you are inviting your relative(s) to visit you in Australia.

Please note that the information appearing here is a suggestion only.

I have attached a letter confirming my <enrolment / completion> issued by The University of Adelaide.

Yours sincerely,

<your name>

<your address in Australia>

Signature line