**Sponsor’s First and Last Name**

**Sponsor’s Mailing Address Line 1**

**City, State, Zip Code**

**Sponsor’s Phone Number**

**Sponsor’s Email Address**

**Today’s Date MM/DD/YYYY**

U.S. Embassy

**City, Country**

Dear Embassy Official,

I am pleased to sponsor **[student’s full name]** in the amount of **[$XX,XXX]**USD each year as an undergraduate student of Messiah University in Mechanicsburg, Pennsylvania. I agree to host **[student’s first name]** in my home and provide free room and board for **[him/her]** beginning in August, 20**XX**, as **[he/she]** pursues **[his/her]** studies at Messiah University.

I know **[student’s first name]** through **[state reason or relationship.]** I believe **[he/she]** will thrive in **[his/her]** studies at Messiah College. I am pleased to extend this opportunity to **[him/her]**.

Sincerely,

**[Sponsor’s handwritten signature here]**

**[Sponsor’s full name]**