

**INSTRUCTIONS FOR STUDENT LETTER REQUESTING
PERMISSION TO STUDY AT
INTERACTIVE COLLEGE OF TECHNOLOGY
(For Students Out of Country)**

When prospective students desire to come to the United States of America to study, permission must be granted by the U.S. Consulate located in the home country. A very critical component of the approval is a letter the prospective student writes stating the specific reasons for choosing a particular college and a particular area of study.

The consulate usually bases the approval or denial on **three key factors**:

1. Your letter requesting approval **must** demonstrate that you have “strong” family, social, educational, or professional ties to your home country to insure that you return when your temporary stay in the U.S. has concluded after a fixed duration.
2. You must indicate your choice of colleges, the reason for selection of this particular college, the length of your stay and your final educational goals.
3. You must demonstrate that you have sufficient funds available to cover all your college fees and living expenses for one year.

Your letter should be written in your **own** words in your native language (if applying for approval to study English). Your letter should be accompanied by a complete English translation.

SAMPLE SPONSOR’S LETTER TO THE COLLEGE:

<<Month, Day, Year>>
<<City, State, Country>>

The letter should be addressed to:

Ms. Larisa Naydenova
Vice-President, Admissions
Interactive College of Technology
5303 New Peachtree Road
Chamblee, GA 30341

Note: If you are unable to write the letter in English, write in your native language and provide an English translation.

- A: The letter should state that you/your family will be sponsoring the student. Sponsorship means you will be providing all the necessary amounts to cover the student’s tuition, textbooks, fees and living expenses that are expected to be approximately \$25,000 U.S. Dollars per calendar year.
- B: Additionally, the letter must state that you understand the student is not permitted to work while attending a U.S. College and you will insure the student complies with this regulation.
- C: You also agree to make a best effort to insure the student is diligent in attending classes and achieving academic success, while complying with all other terms and conditions pertaining to his/her F-1 status.
- D: Lastly, the sponsoring letter should state your relationship with the sponsored student.

Thank you for considering Interactive College of Technology. If you have any questions, please contact me.

Ms. Larisa Naydenova
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