

Prospective exchange visitors who are not going to be paid by LSU often need an invitation letter to present to the US Consular Officer when they apply for a J-1 visa. Below is an example of the kind of information that you may want to include in the invitation letter.

Dear:

It is my pleasure to invite you to come to Louisiana State University as a _____ (could be Visiting Scholar or other) for the period from _____ to _____ to study the _____ (indicate the purpose of the visit). Your host department will be the _____ and your host faculty member will be Dr. _____ (someone with mutual research interests).

It is my understanding that all expenses for your visit, including travel, accommodation, medical services, and daily expenses will be supported by your government and you, personally. The _____ department is however happy to provide you with shared office space and access to the main library.

My colleagues and I are looking forward to your visit at Louisiana State University.

Sincerely,

Department Chair