

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

U.S. Department of State
[Embassy or Consulate Address]
[City, State, Zip Code]
Subject: Application for J-1 Visa

Dear Consular Officer,

I am writing to apply for a J-1 Visa to participate in the [specific program or internship name] at [program sponsor's name or institution] in [location]. My program is scheduled to begin on [start date] and will conclude on [end date].

I am currently [your current status, e.g., a student at XYZ University, a recent graduate, etc.], and I believe that this experience will not only enhance my professional skills but also provide cultural exchange opportunities.

Attached to this letter are my supporting documents, including:

1. Form DS-2019
2. A copy of my passport
3. Proof of financial support
4. [Other relevant documents]

Thank you for considering my application. I look forward to your positive response.

Sincerely,
[Your Name]