

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

Dear Sir/Madam,

Subject: J-1 Visa Sponsorship Application

I am writing to formally apply for sponsorship under the J-1 Exchange Visitor Program to engage in [specific program or activity, e.g., internship, research, etc.] at [host organization or institution] located in [City, State].

As a [your current status, e.g., student, professional, etc.], I believe this opportunity will greatly enhance my skills and provide valuable experience in [specific field or area]. The program is scheduled to commence on [start date] and will conclude on [end date].

I have attached the necessary documents to support my application, including my [list documents, e.g., passport copy, resume, invitation letter from host organization, etc.].

I am eager to contribute positively to the program and represent my home country with pride. Additionally, I am committed to returning to [home country] upon the completion of my program to apply the knowledge and experience I gain.

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

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]