

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

[Recipient's Name]
[Recipient's Position]
[School/University Name]
[School/University Address]
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: Student Visa Endorsement Request

I hope this letter finds you well. I am writing to formally request your endorsement for my student visa application. I have been accepted into [Program Name] at [School/University Name], and I am eager to begin my education in [Field of Study].

As part of the visa application process, I must provide proof of my enrollment and support from the institution. I kindly ask that you provide a letter or any necessary documentation that confirms my acceptance and enrollment status, as well as your endorsement for my visa application.

Thank you for your assistance and support. I look forward to your positive response.

Sincerely,

[Your Name]

[Student ID (if applicable)]