Sample sponsorship letter

Official letterhead

If the official financial sponsor will cover the living expenses of your dependant(s), their name(s), date of birth and nationality should be included in the letter, and a statement to confirm that the official financial sponsor is covering their living expenses.

Date: Recommended no more than 31 days old when you submit your visa application

The letter must include the contact details of the sponsorship organisation

Official stamp

If the sponsorship does not cover your full tuition fees and living expenses (£1334 per month of your course up to £12,006), you will need to provide additional evidence showing how you can make up the difference between what you are receiving and what you need to show.

Sponsor’s name and

contact details

UK Visa and Immigration

Home Office

Date XXX

Dear Sir or Madam,

**Name:**

**Date of birth:**

**Nationality:**

**Passport no:**

I am writing to confirm that [your full name as it is in your passport] has been awarded financial sponsorship by [name of sponsorship organisation] to study [name of your course as it is in your CAS] at Queen Mary University of London.

This Sponsorship is from [start date on CAS] to [end date on CAS] and will cover £XXXX for tuition fees and £XXXX for [your name’s] living expenses in the UK.

OR

This Sponsorship is from [start date on CAS] to [end date on CAS] and will cover all of [your name’s] tuition fees and living expenses in the UK.

Please do not hesitate to contact us if any further information is required.

Yours Faithfully,

*Signature*

Printed name

Position in company