



### VISA LETTERS – for family members to attend graduation

For non-EEA family members of graduands requiring a visa support letter for travel to the UK to attend a graduation ceremony. Please follow the instructions below, providing the details with relevant scanned documents and email to [admin@wadham.ox.ac.uk](mailto:admin@wadham.ox.ac.uk)

Requests must be made to the Tutorial Office at least two months prior to your graduation ceremony, taking into account the date of your appointment with the Embassy of the country of residence so as to allow plenty of time for the administration process.

If you have booked your graduation, and you require a letter for a member(s) of your family in support of their visa application to travel to the UK to attend your graduation ceremony, please email [admin@wadham.ox.ac.uk](mailto:admin@wadham.ox.ac.uk) providing the following details in respect of your family member(s)

**Please note that names must match exactly the names as they appear in the passport.**

Name(s)	Relationship to you	Date and Place of Birth	Passport No	Passport Issue Date	Passport Expiry Date
Home Address					
Period of stay					
Plan and purpose of stay					
Date of Degree Ceremony					

Please also provide a scan of each family member's passport, to include the photo page and personal details page with the passport cover(s).

Please direct any questions you may have to Teodora Rnjak on [admin@wadham.ox.ac.uk](mailto:admin@wadham.ox.ac.uk)