



**VISA LETTERS – for student travel in vacations**

For non-EEA students who wish to travel to a European country during the vacation periods. Please complete the details below and email them to [admin@wadham.ox.ac.uk](mailto:admin@wadham.ox.ac.uk)

**Requests for Visa letters to travel to Europe during the vacation periods**

Please ensure you allow at least two weeks notice when requesting a letter from the Academic Office to support your visa application to travel to Europe during the vacation periods. Remember that you will need this letter for your appointment with the visa office of the country you are planning to visit. Normally it will be a requirement for us to state the dates of term, so that the relevant Embassy will see that you intend to travel out of term only.

To request a letter, please provide the following details via email to [admin@wadham.ox.ac.uk](mailto:admin@wadham.ox.ac.uk)

Name	DOB dd/mm/yyyy	Course	Dates of course	Country(ies) to be visited	Dates of travel