

REQUEST FORM
Invitation to International Family Members to Enter U.S. to Attend Graduate Hooding Ceremony

This form should be used by students whose parents and family are applying for visas to enter the U.S. to attend the Graduate Hooding Ceremony.

Please submit the request for this letter at least 48 hours (2 days) in advance of date needed. You will receive an email when the letter is ready for pick up. If you have not applied to graduate and submitted all necessary forms and requirements, your request may not be processed. **Please note that in the case of doctoral students who do not complete degree requirements for this semester, participation in this ceremony is not allowed.**

TODAY'S DATE _____

GRADUATION TERM _____

STUDENT NAME _____

STUDENT ID NUMBER _____

CONTACT PHONE NUMBER _____

EMAIL ADDRESS _____

NAME OF FAMILY MEMBER RECEIVING INVITATION _____

RELATIONSHIP TO STUDENT: _____

ADDRESS OF FAMILY MEMBERS: _____

ADDRESS WHERE LETTER SHOULD BE SENT, IF NOT PICKING IT UP YOURSELF:

Submit this request by FAX to:
Graduate School
111 Student Services Building
University of Tennessee, Knoxville
Knoxville, TN 37996-0211
Fax: 865-946-1090