**Please Note: The University cannot provide an invitation to your guests as proof they are travelling to your Graduation Ceremony. For BNU Students, we can provide up to 3 letters to support your guest visa applications and for Partner Students up to 2 letters (if they are travelling from different countries). Plus 1 letter for the student to request a visa (if required).**

**Please fully complete and email this form to** **graduation@bnu.ac.uk****.**

|  |  |
| --- | --- |
| 1. **Student’s full name**
 | Please enter your full name here |
| 1. **Student’s BNU ID number**
 | Please enter Student ID |
| 1. **Student’s date of birth**
 | Click here to enter a date. |
| 1. **Student’s full address and postcode**
 | Please enter your full address and postcode here |
| 1. **Student’s contact telephone number**
 | Please enter your telephone number here |
| 1. **Course student studied**
 | Please enter your award title here |
| 1. **Date of student’s graduation ceremony**
 | Click here to enter your ceremony date |
| 1. **Student’s nationality**
 | Please enter your nationality here |
| 1. **Do you, the student, require a visa?**
 | Choose an item. |
| 1. **If you, the student, require a visa, please inform us:**
2. **Your permanent country of residence**
3. **The full address of the British Embassy or High Commission that we will address the visa letter to**
 | Please enter the full name of your permanent country of residence and provide the full Embassy or High Commission address.  |
| 1. **How many guest tickets have you, the student, purchased?**
 | Choose an item. |
| 1. **How many of your guests require a visa?**

***Please note you must purchase a ticket for each guest before a visa letter can be provided. Guest tickets are limited to 3 per BNU Students and 2 per Partner Student.*** | Choose an item. |
| 1. **Please state:**
	1. **The country your guest(s) are travelling from**
	2. **The full address of the British Embassy or High Commission that this visa letter will be addressed to**
 | Please enter the full name of your guest(s) permanent country of residence and provide the full Embassy or High Commission address.If all guests are travelling from the same country with the same British Embassy or High Commission, you only need to provide this information once. If they are travelling from different countries (up to 3), please provide details below. |
| 1. **Are any of your guests travelling from a different country as stated above for question 13?**
 | Choose an item. |
| 1. **If you have answered yes to question 14, please state:**
	1. **The country your guest is travelling from**
	2. **The full address of the British Embassy or High Commission that this visa letter will be addressed to**
 | If you require a visa letter for a second guest from a different country, please enter the full name of your guest’s permanent country of residence and provide the full Embassy or High Commission address.  |
| 1. **Are any of your guests travelling from a different country as stated above for question 13 and question 15?**
 | Choose an item. |
| 1. **If you have answered yes to question 16, please state:**
	1. **The country your guest is travelling from**
	2. **The full address of the British Embassy or High Commission that this visa letter will be addressed to**
 | If you require a visa letter for a third guest from a different country, please enter the full name of your guest’s permanent country of residence and provide the full Embassy or High Commission address.  |