

**Date (Very Important)**

Sponsor's Name  
Sponsor's Address  
City, State Country

University of Southern Maine  
Office of International Programs  
96 Falmouth Street  
Portland, ME 04103 USA

Dear Office of International Programs:

This letter is to confirm that I will be responsible for \_\_\_\_\_  
*(examples to go in blank line include: room and board, tuition and fee, all educational  
and living costs)* throughout the duration of \_\_\_\_ *(student's name)* \_\_\_\_\_  
educational program at the University of Southern Maine. I can confirm that \_\_\_\_  
*(student's name)* \_\_\_\_\_ is my \_\_\_\_ *(son, daughter, niece, nephew, cousin,  
friend)* \_\_\_\_\_. I understand that *his/her* academic program is expected to take  
*four/two* years to complete.

If you have additional questions please contact me at \_\_\_\_ *(phone number)* \_\_\_\_\_ or by e-  
mail at \_\_\_\_ *(e-mail address)* \_\_\_\_\_.

Sincerely,

**Sponsor's Signature – Very Important**