# *SAMPLE LETTER OF SPONSORSHIP*

Date:

University of Delaware English Language Institute

189 W. Main St.

Newark, DE 19716

USA

Tel: 302.831.2674

To Whom It May Concern:

**RE: Student name**:

**Enter Company Name Here** agrees to pay all expenses for the above-named student at the University of Delaware English Language Institute. This sponsorship includes, but is not limited to, tuition, books, health insurance, health center fee, room and food.

This sponsorship will cover the student beginning on Enter Start Date and ending on Enter End Date .

On the invoice, please charge our organization for:

Tuition

Health insurance

Health center fee

Room and food

Textbooks

Please direct all invoices to:

Contact Person, Title:

Company Name:

Address:

City, Zip:

Country:

Email:

If you have any questions, please contact me directly.

Sincerely,

Contact Person/Title:

Company Name:

Address:

City, Zip:

Country:

Email: