

September 4, 2019

Visa Section
Consular Services
Embassy of XXXXX in the USA

Dear Sir or Madam;

American Association for the Advancement of Science Fellowship Programs, Inc. would like to introduce Dr. XXXX XXXXXX. He/She is a resident of the United States and will maintain residency in the United States. Dr. XXXXXX has no intention to immigrate to XXXXXX. He/She is employed by the American Association for the Advancement of Science Fellowship Programs, Inc (AFPI).

Dr. XXXXX is submitting a valid passport and required visa documents.

- He/She is requesting an XXX Visa.
- He/She will be traveling for tourism unrelated to his/her fellowship activities in XXXX, **Country**.
- He/She will depart the United States on September 30, 2019 and will return on October 10, 2019.
- He/She will be in **Country** for about 11 days.

Job Title: AAAS Science & Technology Policy Fellow

Job Description:

- Assists program officers in the proposal management and review process.
- Creates of presentations and public-facing materials for program officer use.
- Travels to and presents at workshops and conferences.
- Takes part in internal working groups for National Science Foundation solicitations and projects.
- Provides preliminary research and portfolio analysis for internal program assessments.

American Association for the Advancement of Science Fellowship Programs, Inc. guarantees that XXXX XXXXXX will have sufficient funds in his/her possession, confirmed accommodations, and return transportation.

We greatly appreciate your attention to this matter.

Kind regards,

Cody P. Bridges
Senior Project Administrator
AFPI Science & Technology Policy Fellowships