



Commencement Visa Letter Process

Before we can create a Visa Letter, you need to apply to graduate and RSVP (plan to attend) for Commencement. The Visa Letter process can take up to three (3) business days.

Instructions:

1. File a graduation application by logging into [MyOSU](#), click on “Student Records”, then “Apply for Graduation” link and follow the prompts.
2. To RSVP for the ceremony, please go to your [MyOSU](#) click on “Student Records”, and click on the “Commencement Attendance Confirmation” link and follow the prompts.
3. When you have completed the previous two steps, email carrie.archer@oregonstate.edu from your OSU email account and include your student ID number, guest names and their relationship to you. You will receive an email confirmation of your request within one (1) business day.
4. The Visa letter will be emailed to you in a PDF and a hard copy will be available for pick-up within three (3) business days.