

Sample Letter of Support

(On department letterhead)

Date

Department of Homeland Security
U.S. Citizenship and Immigration Services
California Service Center
24000 Avila Road, Room 2312
Laguna Niguel, CA 92677

The **position title** in this letter must match the title used in Form A, the H Supplement and the appointment letter.

RE: H1-B1 Petition on Behalf of **Scholar Name**

To Whom It May Concern:

I am writing this letter in support of the H1-B1 petition on behalf of **Scholar Name**. The **Department name**, at Boston University has a need for a **Position Title**. This position requires a minimum of a Ph.D. or the equivalent in either electrical or computer engineering, or a directly related field as well as experience in conducting multi-scale space and time micromagnetic simulations.

We would like to offer full-time, temporary employment to **Scholar Name**. As a **Position Title**, **Scholar Name** will conduct research involving the modification of computer codes, the development of new codes and/or utilization of existing software to develop a multi-scale concurrent computing environment for the characterization of the dynamic response of Read and Write elements in a magnetic field.

Scholar Name received a Master of Science degree in Electrical Engineering from Boston University in 1991 and continued on to a Ph.D. program. **Scholar Name** was employed as a Graduate Research Assistant in the Magnetic and Optical Devices Laboratory at the Department of Electrical and Computer Engineering at Boston University from 1996 to 2001. **Scholar Name** earned his/her Ph.D. degree in Computer Engineering from Boston University in January 2001, where his/her research specialized in magnetic sensors.

Since then, he/she has been working as a post-doctoral **Position Title** at the Department of Electrical and Computer Engineering at Boston University in J-1 exchange visitor classification and then in H1-B1 classification. He has continued to do an outstanding job of research in magnetic materials. He has completed a series of papers and has submitted a joint research proposal to the National Science Foundation. In addition, **Scholar Name** has been the co-author of 8 publications in the field electrical and magnetic engineering and is a first-rate researcher whose expertise will contribute significantly to our continued research at the **Department name**.

Therefore, **Scholar Name** has the background and experience to exceed the minimum qualifications for our **Position Title** position. We are confident that both the occupation and the qualifications of the prospective employee meet the minimum requirements for H1-B1 sponsorship. We respectfully request your favorable consideration of this petition.

Sincerely,

Your Signature

Name

Title

Department Name