**Dear Visa Officer,**

XX is a student in class XX grade XX in XXXX(学校名称). He/ She will travel to XX(国家) from XXXX to XXXX（出国具体日期某年某月某日）with parents. All the expenses including the transportation, the accommodation, the meals and the health insurance will be furnished by his / her parents. He/she will be back to China on time and go on studying in our school.

|  |  |  |  |
| --- | --- | --- | --- |
| **Name** | **Sex** | **Date of Birth** | **Passport No.** |
|  |  |  |  |

**Yours sincerely,**

School Name(学校名称):

Phone number(学校电话):

Address(学校地址):

Signature of the leader(校领导手写签名):

School’s stamp(学校盖章):

**注意事项：**

**1、模板中XXX的地方，均需填写相应信息，填写完毕请删除XXX等字样；**

**2、括号中的中文为所需信息的内容解释，填写完毕请删除；**

**3、请注意英文中他/她区别（he/she, his/her, himself/herself）,填写时请删除另外的性别表达；**

**4、内容字体颜色请改为黑色。**

**5、填写完毕请删除该注释。**

**准假证明**

**XXX(申请人姓名)是XXX(学校名称) X年级X班的学生。他/她将于X年X月****X日至X年X月X日(出国具体日期某年某月某日)和他/她的父母去XXX国家旅游。所有出行费用包括：机票费用、运输费、住宿费和医疗保险等均由其父母承担。他/她将会按时回国并在我校继续学习。**

学校名称:

学校电话:

学校地址:

校领导姓名:

学校盖章: