

Embassy of [Country]

[Embassy Address]

[City, State, Zip Code]

[Email Address]

[Date]

Subject: Request for Visa Category Change - Educational Purposes

To Whom It May Concern,

My name is [Your Full Name], and I am currently holding a [Current Visa Type] visa (Visa Number: [Visa Number]). I am writing to formally request a change of my visa category to [Desired Visa Type] for educational purposes.

I have been accepted into [Name of Educational Institution] to pursue [Name of Program or Course] starting on [Start Date]. This opportunity will enhance my academic qualifications and contribute to my personal and professional development.

Attached are the necessary documents to support my application, including:

- Acceptance letter from [Name of Educational Institution]
- Proof of financial means
- Current visa and passport copy
- Any additional documentation as required

I kindly request your assistance in processing my application at your earliest convenience. Please let me know if you require any further information or documentation.

Thank you for your consideration.

Sincerely,

[Your Full Name]

[Your Address]

[Your Phone Number]

[Your Email Address]