



U.S. Headquarters
1250 H Street NW
Suite 300
Washington, DC 20005

May 20, 2026

Attn: Non-Immigrant Visa Unit

RE: Expedite Appointment_ J-1 Teachers

To Whom It May Concern:

Cultural Vistas is pleased to sponsor teachers under the J-1 Exchange Visitor Program. This teacher applied to sponsorship as soon as the offer was issued and was not able to obtain an appointment allowing arrival before the start of school.

We respectfully request an expedited appointment so that the American students at the host school will have a qualified teacher in the classroom at the beginning of the year.

Thank you for your consideration. Should you have any questions, please do not hesitate to contact me via email at cgillam@culturalvistas.org or phone at 202.545.6786.

Sincerely,

A handwritten signature in black ink that reads "Caroline Gillam".

CAROLINE GILLAM

Director | Teach USA

Responsible Officer

Cultural Vistas, Inc.

+1 (202) 545-6786 24 hour service: 516-210-8591

cgillam@culturalvistas.org