

Applying for your Italian Study Visa (D type visa) through BU Study Abroad Representation

The BU Study Abroad program manager will be able to represent all students enrolled in a BU study abroad program in Italy at the Italian Consulate in Boston, regardless of the student's home consulate jurisdiction.

It is strongly recommended that all students take advantage of the option to have BU Study Abroad represent you at the Consulate. This allows your program manager to look over your application for accuracy before the consulate appointment, and simplifies the process, as you will not need to appear in-person at the Consulate at a scheduled appointment.

If you would like to participate in the BU Batch Visa Process, our Study Abroad office must receive your complete and correct application by **OCTOBER 25**.

You may submit your materials in-person or by mail to:

*Boston University Study Abroad
Attn: Sarah Thompson
888 Commonwealth Ave, 2nd floor
Boston, MA 02215*

If able, please submit your materials during one of the two Italy Visa Drop-Off Sessions scheduled on:

- **Monday, Oct 21** from 1:00 PM – 3:00 PM (Room 240, 888 Commonwealth Ave)
- **Friday, Oct 25** from 10:00 AM – 12:00 PM (Room 240, 888 Commonwealth Ave)

These guidelines and FAQs were updated 2024 in accordance with the Italian Consulate in Boston's website. Please refer to the [Italian Consulate in Boston's website](#) for official and most up-to-date instructions.

Print this checklist and confirm all items are complete before submitting to BU Study Abroad:

- ☐ Passport (make sure it is signed!)
- ☐ Photocopy of your Passport (the ID & signature page)
- ☐ National Visa Application Form (printed double-sided, completed electronically (typed), and hand-signed in the three designated places)
- ☐ One Passport Photo (glued to your visa form)
- ☐ Photocopy of your student ID and driver's license (or state ID)
- ☐ Booked, roundtrip flight itinerary/confirmation
- ☐ Proof of financial means – please provide one of the following three options:
 - (1) Proof of personal resources (i.e., bank account is in your name)
 - (2) Proof of family resources & notarized financial support
(i.e., bank account is in your parent's name)
Please note this form was updated Oct 1, 2024 due to updates by the Consulate
 - (3) Proof of Financial Aid & proof of sufficient funds (i.e., \$3000 in account)
- ☐ Money order for visa processing fee in the amount of \$54.90
- ☐ **NON-US Citizens only:** Notarized **copy** of immigration documents (**NOT** the originals)

What do I need to submit for my Italian visa application?

- 1. Long term visa application form (National D) – accessible [here](#).**
 - a. Complete the form electronically and print it double-sided
 - b. Follow the [National Visa Form – template](#) for detailed step-by-step instructions
 - c. Make sure to hand sign the three spots indicated, including the fourth page, where you must also include the place (city, state where you are signing this form) and the date
- 2. Physical passport and one photocopy of the ID/signature page:**
 - a. Your passport must be valid for **at least 3-6 months** following the end of the program. Make sure your passport is centered on the page when making the scan. It can be in color or black/white, but it cannot be blurry, and it cannot be a picture taken on your phone with your hands visible.
 - b. Be sure that you have signed your passport and that there are two consecutive pages available for the visa.
- 3. One official passport photo (professionally taken).**
 - a. This must be an official passport-style photo that you can get at a CVS, Walgreens, Fedex, or UPS store, that is printed on photo paper, is 2in. x 2in. in size, taken in front of a white background, showing your full face, from the top of your head to the bottom of your chin.
 - b. Do not take or print this photo yourself. It must be done professionally.
 - c. Write your name on the back of the photo and glue it to your visa application
- 4. Photocopy of student ID and driver's license (or state ID).**
 - a. You can have these photocopied on one document, but make sure to submit a copy of both IDs, in color or in black and white.
- 5. Booked, roundtrip flight itinerary/confirmation**
 - a. Must show the exact dates of entry into and exit from Italy, and/or from the [Schengen Zone](#) (continental Europe, for the most part).
 - b. The itinerary must show that you have purchased a round-trip ticket to and from Italy. One-way tickets will NOT be accepted. Your name must be on this official itinerary, no matter how you purchased the flight.
 - i. If you plan to travel after the semester ends, you can, but you need to show proof of leaving the Schengen zone at the conclusion of your travels. If the BU Group Flight details is not available by Oct 25, you can email your Program Manager your ticket/itinerary to add to your materials as long as it is received before the first week of November.
 - c. If entering Italy by other means (train, bus, etc.), you must provide your train/bus reservation, car rental or ferry reservation. The reservation must reflect the name on the passport, and specify the exact border and date of entry into Italy.
- 6. Proof of financial means – please provide one of the following three options. Note: the preferred and simplest option is (a) or (b):**

- a. **Proof of personal resources (this applies if the bank account is in your name. This is the simplest option):** Applicant must provide the last month of a US bank statement (not just the balance) OR a letter from a US banking institution (on the bank's letterhead, signed by a bank official with a recent date, indicating account balance).
 - i. The statement must show availability of funds of **at least 1,000\$ per month** for the entire duration of the program (~\$4,000 for the semester). Therefore, the bank letter or statement **must demonstrate you have access to a minimum of \$4,000 for the duration of the semester.**
- b. **Proof of family resources (this applies if you will provide proof of availability of funds by way of a parent's bank account):**

In this case, you must submit:

- i. a **notarized [Affidavit of Support](#)** (← linked)
NOTE: This form & the subsequent requirements were updated Oct 1, 2024
- ii. **Three** month's bank statements (complete bank statement) that illustrate access to a minimum of \$4000 for the duration of the semester
- iii. A recent letter from their employer detailing their monthly salary

TIPS:

- The Affidavit can be signed by one parent, even if the bank account is in both parents' name, but it must be signed by a parent or legal guardian (not a grandparent or other member of the family).
 - The Affidavit **must be notarized** by a Notary Public.
- c. **Proof of Financial Aid:** Students who receive financial aid and are unable to provide proof of the required bank statement amount in option (a) or (b) can present an official letter from their university stating amount of aid and time of disbursement. BU Students can get this from the Office of Financial Assistance.
 - i. Students will also need to provide proof of a US bank account with **a minimum of \$300 balance.**

7. Money order for visa processing fee: The visa processing fee is determined quarterly based on the conversion rate for that quarter. We will be completing the visa process during the Oct 1, 2024 – Dec 31, 2024 quarter. The visa processing fee is **\$54.90**.

(Refer to the Consulate's [website](#) for updated fees).

The Italian Consulate only accepts money orders (not personal checks or bank checks).

- a. In the section "Purchaser", print your name exactly how it is written in your passport. You are the Purchaser who has purchased the money order.
- b. In the "Pay to" section, address it to the: "Consulate General of Italy – Boston"
- c. If there is an "address" line, please put your current address.

- d. If there is a “memo” line, you can write “Student visa”
- e. Do NOT sign the back of the money order. This section is for the Consulate. If signed, the money order will no longer be valid.
- f. You can purchase a money order at any US Postal Service, a bank, credit union, convenience store, grocery store or pharmacy.
- g. Note, you can only purchase a money order with cash or debit card. You are not able to purchase a money order with a credit card.
- h. Keep the receipt! (This is important in case you accidentally endorse the money order, or improperly address it, as you can only return the money order with a receipt!)

8. Boston University Study Abroad will add three letters to your visa application materials: You will not receive these letters as part of the batch visa application process. Instead, our office will add these letters directly to your application materials once we have received your visa application materials. Those of you applying independently will receive these letters via email.

- a. **Enrollment Letter from the university in Italy and an Enrollment Letter from Boston University** providing program details including proof of enrollment, program dates, duration, weekly hours of attendance, and the address of students’ accommodations.
- b. **Proof of international health coverage** for the entire duration of the program (Also including evacuation and repatriation). Letter from BU Study Abroad confirming international health coverage for length of program.

9. INTERNATIONAL STUDENTS ONLY: Proof of Residence in the USA (for non-US citizens only): If you are not a citizen of the United States, you must submit a **photocopy** of:

- a. Your green card (front and back), or
- b. Your student visa and I-20 form, F-1, H-1, etc. If you are an F-1 student, your visa and travel signature on your I-20 must be valid for at least 90 days **AFTER** the end of your program. If either is going to expire, please contact your International Student Advisor to discuss renewal, and let your Program Manager know.

NOTE: Although BU Study Abroad will act as a liaison during the application process, it is NOT a visa processing agency. It is the student’s responsibility to verify the visa process and requirements at the Italian Consulate in their jurisdiction. This information has been prepared by Boston University Study Abroad based on the most recent information provided by the relevant immigration agency (E.G. consulate, embassy, etc.). It is each student’s responsibility to compile and apply for their visa based on their specific citizenship. Visas are granted by foreign governments only, Boston University does not play a role in visa issuance, nor can we influence immigration policy. While we do our best to keep instructions as up-to-date as possible, visa requirements are subject to change without our knowledge. Ultimately obtaining a visa in a timely manner, and related costs incurred, are a student’s responsibility. Failure to acquire a visa will preclude participation in the program.