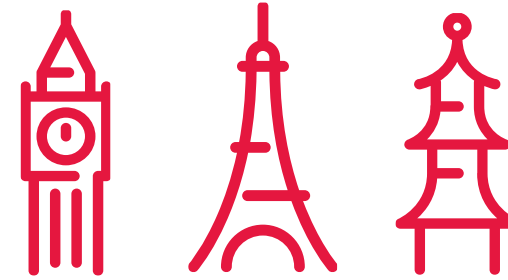




**Global Programs**  
Study Abroad



Boston University Study Abroad, Spring 2025

---

# Applying for your Italian Student Visa

- **What is a visa**
- **Your options to apply for your Italian visa**
- **The timeline**
- **Visa Application Requirements**
- **Next steps**

# What actually is a visa and why do I need it?

- Official sticker that is affixed to your passport before your departure that **gives you permission from the Italian government to be a student in Italy** and must be presented to the border officials at the port of entry
- All students studying in Italy for more than **90 days** must secure a National Visa for students (sometimes referred to as a Student Visa or a Long Stay Visa) prior to their departure.
- **Unless you are an EU passport holder!**



# Visa Application Timeline

**The Italian visa process takes 3-6 weeks from start to finish.**

**Today:** Review documentation required for visa application

**OCT 25:** Date your complete visa application must be received by BU Study Abroad for batch process.

## **NOVEMBER:**

**Batch visa:** processing time; wait for your visa to arrive!

**Applying independently:** Book appointment and submit visa application in-person

## **Early DECEMBER:**

**Batch visa:** processing complete & passports/visas returned.

**Applying independently:** Latest possible date for appointment

## Step 1: Make sure you have a valid passport!

- Make sure your passport:
  - Is valid for at least **3 months after the end of the program** (U.S. State Department recommends 6 months, and some countries require 6 months)
  - **Is signed on the signature page!**



## Step 2: Choose how you will apply for your Italy Visa

### Batch Process

- As a BU study abroad participant, you are eligible to submit your materials to BU, who will submit & retrieve them from the Boston Consulate on your behalf.
- You will be without your passport for the month of November and into early December.
- BU Study Abroad will retrieve your passport/visa from the consulate once it is ready. You can either pick it up from the BU study abroad office, or it will be mailed to you. We expect to have your passport/visas by early- to mid-December (before finals week).
- **Deadline: OCTOBER 25**

### Independent Appointment

- **If you need your passport over Thanksgiving break** for international travel, you should apply independently. This does not change the timeline or fact your passport will be with the consulate for the duration of processing, but it gives you control over the exact date you submit your materials. Please note processing time varies per Consulate. Research this option thoroughly before committing to it.
- Schedule an appointment several weeks in advance. These book quickly – make sure to schedule at least a month in advance!
- Attend your visa appointment *in person* at the Italian Consulate under whose jurisdiction you live/attend school
- **Deadline: Appointment no later than early December**

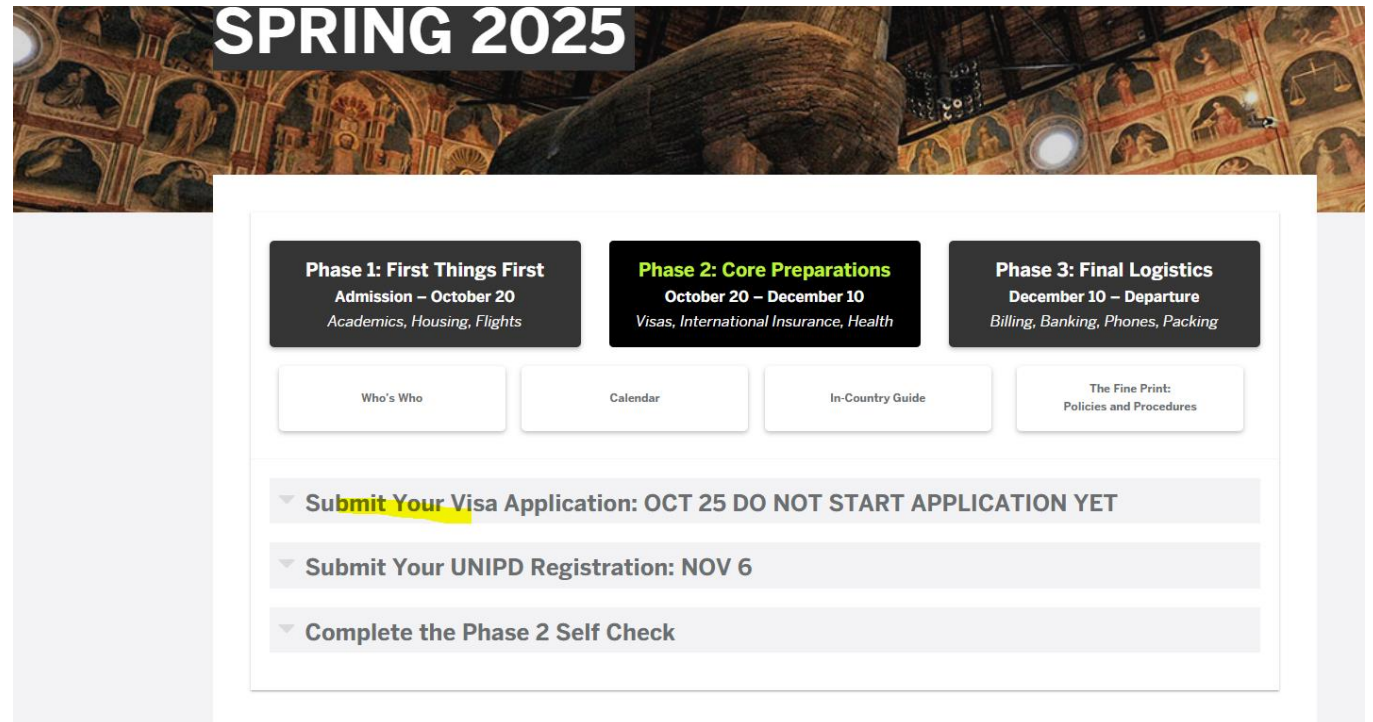
# Consular jurisdictions

Consulate General of Italy in the U.S. and their jurisdictions:			
<b>BOSTON</b>  600 Atlantic Ave Boston, MA 02210 <a href="mailto:visti.boston@esteri.it">visti.boston@esteri.it</a> <a href="http://www.ambasciata-boston.it/consolato-generale-boston">Consolato Generale - Boston (esteri.it)</a>  <b>Jurisdiction:</b> ME, MA, NH, RI, VT	<b>CHICAGO</b>  500, North Michigan Avenue - Suite 1850 - Chicago, IL 60611 <a href="mailto:visti.chicago@esteri.it">visti.chicago@esteri.it</a> <a href="http://www.ambasciata-chicago.it/consolato-generale-chicago">Consolato Generale - Chicago (esteri.it)</a>  <b>Jurisdiction:</b> CO, IL, IA, KS, MN, MO, NE, ND, SD, WI, WY	<b>DETROIT</b>  400 Renaissance Center - Suite 950 Detroit, MI 48243 <a href="mailto:visa.detroit@esteri.it">visa.detroit@esteri.it</a> <a href="http://www.ambasciata-detroit.it/consolato-di-prima-classe-detroit">Consolato Di Prima Classe - Detroit (esteri.it)</a>  <b>Jurisdiction:</b> IN, KY, MI, OH, TN	<b>HOUSTON</b>  1330 Post Oak Boulevard, suite 1950 Houston, TX 77056 <a href="mailto:visas.houston@esteri.it">visas.houston@esteri.it</a> <a href="http://www.ambasciata-houston.it/consolato-generale-houston">Consolato Generale - Houston (esteri.it)</a>  <b>Jurisdiction:</b> AR, LA, OK, TX
<b>PHILADELPHIA</b>  Suite 1026 Public Ledger Building, 150 South Independence Mall West Philadelphia, PA 19106-3470 <a href="mailto:visti.filadelfia@esteri.it">visti.filadelfia@esteri.it</a> <a href="http://www.ambasciata-filadelfia.it/consolato-generale-filadelfia">Consolato Generale - Filadelfia (esteri.it)</a>  <b>Jurisdiction:</b> PA, DE, NC, WV, NJ (counties: Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Ocean and Salem), MD (except for the counties of Arlington and Fairfax), VA (except for the counties of Arlington and Fairfax)	<b>NEW YORK</b>  690 Park Avenue New York, NY 10065 <a href="mailto:visas.newyork@esteri.it">visas.newyork@esteri.it</a> <a href="http://www.ambasciata-newyork.it/consolato-generale-newyork">Consolato Generale - New York (esteri.it)</a>  <b>Jurisdiction:</b> NY, NJ (counties: Bergen, Hudson, Morris, Passaic, Sussex, Union, Warren, Essex, Middlesex, Monmouth, Hunterdon, Mercer, Somerset), CT, Bermuda	<b>SAN FRANCISCO</b>  2590 Webster Street San Francisco, CA 94115 <a href="mailto:visti.sanfrancisco@esteri.it">visti.sanfrancisco@esteri.it</a> <a href="http://www.ambasciata-sanfrancisco.it/consolato-generale-sanfrancisco">Consolato Generale - San Francisco (esteri.it)</a>  <b>Jurisdiction:</b> AK, CA (except for the counties belonging to LA), HI, ID, MT, OR, UT, WA, American Territories of Samoa, Guam, Northern Mariana Islands, Johnston Atoll, Wake Island, Midway Islands.	<b>LOS ANGELES</b>  1900 Avenue of the Stars, #1250 Los Angeles, CA 90067 <a href="mailto:visti.losangeles@esteri.it">visti.losangeles@esteri.it</a> <a href="http://www.ambasciata-losangeles.it/italian-national-visa-for-study">Italian National Visa for Study (esteri.it)</a>  <b>Jurisdiction:</b> AZ, NM, NV, California (Counties: Imperial Valley, Kern, Los Angeles, Orange, Riverside, Santa Barbara, San Bernardino, San Diego, San Luis Obispo, Ventura)
<b>WASHINGTON, D.C.</b>  3000 Whitehaven Street, NW Washington, DC 20008 <a href="mailto:visti.washington@esteri.it">visti.washington@esteri.it</a> <a href="http://www.ambasciata-washington.it/ambasciata-washington/en/informazioni">http://www.ambasciata-washington.it/ambasciata-washington/en/informazioni</a>  <b>Jurisdiction:</b> District of Columbia, Maryland: Montgomery and Prince George's counties only, Virginia: Arlington and Fairfax counties only and the city of Alexandria	<b>MIAMI</b>  4000 Ponce de Leon Blvd, Suite 590 Coral Gables FL 33146 <a href="mailto:visa.miami@esteri.it">visa.miami@esteri.it</a> <a href="http://www.ambasciata-miami.it/consolato-generale-miami">Consolato Generale - Miami (esteri.it)</a>  <b>Jurisdiction:</b> AL, FL, GA, MS, SC, Puerto Rico, British Virgin Islands, Cayman Islands, Island of Saba, St. Maarten, St. Eustatius, Turks and Caicos, U.S. Virgin Islands.		

- You can apply for a student visa only at the consulate under whose jurisdiction you live or study.
  - For example, if you attend Boston University and are from Ohio, you can apply for your student visa either at the Boston Consulate or the Detroit Consulate.
- You must apply in-person
- You must remit your passport
- You can check which Consulate under whose jurisdiction you belong in the Italian Visa Instructions (Independent) located in your pre-departure pages.
  - Note: instructions vary per Consulate. Make sure to refer to specific instructions of the Consulate where you are applying!

# Where can I access the visa instructions and detailed information?

- Your pre-departure pages!
  - **Phase 1:** provides an overview of your options
  - **Phase 2:** includes detailed instructions. All necessary forms are included in the “Group Visa Application Instructions” or in the “Italian Visa Instructions Independent”



**SPRING 2025**

Phase 1: First Things First Admission – October 20 <i>Academics, Housing, Flights</i>	Phase 2: Core Preparations October 20 – December 10 <i>Visas, International Insurance, Health</i>	Phase 3: Final Logistics December 10 – Departure <i>Billing, Banking, Phones, Packing</i>
Who's Who	Calendar	In-Country Guide
The Fine Print: Policies and Procedures		
▼ <b>Submit Your Visa Application: OCT 25 DO NOT START APPLICATION YET</b>		
▼ <b>Submit Your UNIPD Registration: NOV 6</b>		
▼ <b>Complete the Phase 2 Self Check</b>		



# What do I need to submit?



**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, 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)
  - (3) Proof of Financial Aid & proof of sufficient funds (i.e., \$300 in account)
- ☐ Money order for visa processing fee
- ☐ **NON-US Citizens only:** Notarized copy of immigration documents



# National Visa Application Form

- Complete electronically, print double-sided (if there is an error, and you are wondering if it is all right, re-do it; this is an official document!)
- Complete the form in English
- Sign, date and indicate the location (e.g. Boston, MA) *by hand* where indicated in all **3 sections**
- **Reminders:**
  - **Glue** your officially taken passport photo to your application
  - Name must match exactly how written on passport
  - European format for dates
  - **Refer to the sample!**

 <div style="text-align: center;">   <b>Consulate General of Italy Boston</b> </div>		<div style="text-align: center;">Photo</div> <div style="border: 1px solid black; padding: 5px; font-size: small;">           Note: Do not staple, glue, or tape your photo. Affix it to your application with a paperclip.         </div>		
<b>Application for National Visa (D)</b> This application form is free				
1. Surname (s) (family name(s)) (x) <div style="border: 1px solid black; padding: 2px;">Last Name (as it appears in your passport)</div>		<b>FOR EMBASSY /CONSULATE USE ONLY</b>		
2. Surname(s) at birth (former family name(s)) (x) <div style="border: 1px solid black; padding: 2px;">Leave blank unless applicable</div>				
3. First names (given names) (x) <div style="border: 1px solid black; padding: 2px;">First &amp; Middle Name (as it appears in your passport)</div>				
4. Date of birth (day-month-year) <div style="border: 1px solid black; padding: 2px; font-size: x-small;">             Note: All dates should be in European format! e.g. 16-Nov-1998           </div>	5. City and State of Birth/..... <div style="border: 1px solid black; padding: 2px;">City, State</div>	7. Current nationality <div style="border: 1px solid black; padding: 2px;">USA (or relevant nationality)</div>		
6. Country of birth/..... <div style="border: 1px solid black; padding: 2px;">USA (or relevant country)</div>		Nationality at birth, if different: <div style="border: 1px solid black; padding: 2px;">Leave blank unless applicable</div>		
8. Sex/..... <input type="checkbox"/> Male <input type="checkbox"/> Female <div style="border: 1px solid black; padding: 2px; font-size: x-small;">(as it appears in your passport)</div>	9. Marital status/..... <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Divorced <input type="checkbox"/> Separated <input type="checkbox"/> Widowed <input type="checkbox"/> Other (please specify): ..... <div style="border: 1px solid black; padding: 2px; font-size: x-small;">Select single or applicable status</div>			
10. In the case of minors: Surname, first name, address (if different from applicant's) and nationality of parental authority/ legal guardian/..... <div style="border: 1px solid black; padding: 2px; font-size: x-small;">Leave blank unless you are under 18 years old</div>				
11. National Identity number, where applicable/..... <div style="border: 1px solid black; padding: 2px; font-size: x-small;">Social Security Number (for U.S. citizens). Non-US citizens leave blank</div>		Date of application:  Visa application number:  Application lodged at: <input type="checkbox"/> Embassy/Consulate <input type="checkbox"/> City hall CAC <input type="checkbox"/> Service provider <input type="checkbox"/> Commercial Intermediary <input type="checkbox"/> Other  Name:  File handled by:  Name of person who received file at window:  Supporting documents: <input type="checkbox"/> Travel document <input type="checkbox"/> Means of substance <input type="checkbox"/> Invitation <input type="checkbox"/> Means of transport <input type="checkbox"/> Travel Health Insurance <input type="checkbox"/> Other		
12. Type of travel document/..... <div style="border: 1px solid black; padding: 2px; font-size: x-small;">Select "Ordinary passport"</div> <input type="checkbox"/> Ordinary passport <input type="checkbox"/> Diplomatic passport <input type="checkbox"/> Service passport <input type="checkbox"/> Official passport <input type="checkbox"/> Special passport <input type="checkbox"/> Other travel document (please specify)				
13. Number of travel document/..... <div style="border: 1px solid black; padding: 2px; font-size: x-small;">Passport Number</div>	14. Date of issue/..... <div style="border: 1px solid black; padding: 2px; font-size: x-small;">*Day-Month-Year</div>		15. Valid until/..... <div style="border: 1px solid black; padding: 2px; font-size: x-small;">*Day-Month-Year</div>	16. Issued by/..... <div style="border: 1px solid black; padding: 2px; font-size: x-small;">US Department of State (or respective issuer)</div>
17. Applicant's home address and e-mail address <div style="border: 1px solid black; padding: 2px; font-size: x-small;">Current U.S. address Email address</div>			Telephone number (s)/..... <div style="border: 1px solid black; padding: 2px; font-size: x-small;">Mobile Number (The Consulate will contact you by this number if there are any errors)</div>	
18. Residence in a country other than the country of current nationality/..... <input type="checkbox"/> Yes <input type="checkbox"/> No				

☐ other direct descendant/..... ☐ dependent ascendant/.....

36. Place and date / .....

37. Signature (for minors, signature authority/legal guardian)/ ..... (.....)

Leave blank! At this point, print your visa application form. The remaining sections must be signed by hand in black or blue pen.

1

I am aware that the visa fee is not refunded if the visa is refused.

Sign here in pen

I am aware of and consent to the collection of the data required by this application form and the taking of fingerprints. I understand these, are mandatory for the examination of the visa application appear on the visa application form, as well as my fingerprints and my photograph, will be supplied processed by those authorities , for the purposes of a decision on my visa application.

Such data, as well as data concerning the decision taken on my application or a decision whether to entered, and stored in the Information System of this Consulate General, and the Ministry of Foreign competent Italian visa authorities. It will be accessible to the competent Schengen authorities in or within the Member States, immigration and asylum authorities in the Member States for the purpose legal entry into, stay and residence in the territory the Member States are fulfilled, of identifying pe conditions, of examining an asylum application and of determining responsibility for such examination be accessible to authorities designated by the Member States and to Europol for the purpose of terrorist offenses and of other serious criminal offenses..

I am aware that I have the right to obtain the data transmitted relating to me recorded in the information to me which are inaccurate be corrected and that data relating to me processed unlawfully be deleting my application will inform me of the manner in which I may exercise my right to check the corrected or deleted, including the related remedies according to the national law. The national control of personal data.

I declare that to the best of my knowledge all information supplied by me are complete and correct. to my application being rejected or to the annulment of a visa already granted and may also render Representative country under State legislation (articolo 331 c.p.p.).

The mere fact that a visa has been granted to me does not mean that I will be entitled to compensation of Article 5, paragraph 1 of Regulation (EU) No. 562/2006 (Schengen Borders Code) and of Article entry.

2

Sign here in pen!

## ANNOTATIONS (Office use only)

3

3

Place and date / .....

Boston, MA

Day/Month/Year

Signatures (for minors, signature of parental authority/legal guardian) /

Sign here in pen!

## One color passport-style photo



- This must be an **official passport-style photo 2" by 2"** that you can get at a CVS, Walgreens, Fedex, USPS, or UPS store. Make sure your full head is showing, from the top of your head to the bottom of your chin.
- Do not take or print this photo yourself. It must be done professionally, and be printed on **photo paper**. (It costs about \$15-\$20, but this will save you the costs of having to mail a second item to the BU study abroad office)
- **Glue** to your application (do not staple, etc.)

## Original Passport & Photocopy

- Must be valid for at least **3-6 months** after the end of the program!
- **Sign your passport**
- You will also need a **photocopy** of the ID and signature page of your passport
  - Make sure your passport is centered on the page when you scan
  - It can be in color or black/white
  - But it cannot be blurry!
  - **Before submitting your passport, upload a copy to your study abroad portal!**



## Photocopy of Student ID and Driver's license (or State ID)

- The Italian Consulate in Boston requires a photocopy of BOTH your student ID and your driver's license. If you don't have a driver's license, you can submit a copy of your state ID.
- Photocopy these on one page (or two separate ones, it's fine).
- Your photocopy can be in color or black & white, but it cannot be blurry.

## Booked Roundtrip Flight

- **GROUP FLIGHTS/SUGGESTED FLIGHTS:** we are finalizing the itineraries with Advantage Travel. This should be available to you within the next month. If you know you'll fly independently that's good too. You are all welcome to submit your materials without your flight itinerary finalized, as long as you email it to me to include with your materials by **November 4**.
- Must show the exact dates of entry into and exit from the Schengen Zone (continental Europe, for the most part).
- The itinerary must show that you have purchased a round-trip ticket to and from the Schengen zone. One-way tickets will NOT be accepted. Your name must be on this official itinerary, no matter how you purchased the flight. *Note:* if applying independently, some consulates require proof of roundtrip to Italy, specifically.
- 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.



## Proof of Financial Means (instructions specific to the Boston Batch process)

All students must provide proof of access to a US bank account with a minimum of \$4000 for the duration of the semester (~\$1000 per month). At the Boston Consulate, this can be shown in one of three ways:

1. The first (and easiest way) is to provide **Proof of Personal Resources**: If you have a bank account in your name that has at least \$4,000 in it, you can submit either:
  - a. The last (full) month of a US bank statement (not just the balance), *or*
  - b. provide a letter from your US bank (one that is on the bank's letterhead, signed by a bank official with a recent date, that indicates the account balance.



# Proof of Financial Means (instructions specific to the Boston Batch process)

2. The second option is to provide **Proof of Family Resources**. This applies if you will provide proof of availability of a minimum of \$4000 by way of a parent's bank account (must be a parent or guardian): in this case, you must submit two things:
- a **notarized** affidavit of support
  - a bank statement or bank letter that illustrates you have access to a minimum of \$1000 per month (\$4000 for the semester)

**AFFIDAVIT OF SUPPORT**  
To be complete by the person providing financial support  
(Must be notarized)

I, Parent's name (must match the document showing proof of financial means), born in Birthplace (city, country) on Birthdate DD/MM/YYYY

BEING DULY SWORN ON OATH, DEPOSE AND SAY,

1. That the Applicant, Mr./Mrs. Student's name born in Birthplace (city, country) on Birthdate DD/MM/YYYY is ☐ my son ☐ my daughter Indicate as appropriate

2. That the Applicant intends to pursue his/her education by attending: Boston University in Venice (Name of academic institution) located in Venice, Italy during the period: from Program Start Date to Program End Date of the academic year Year in Italy (2021)

3. That I, the affiant, am employed full-time as Parent's job title, with sufficient income and assets to pay for the applicant's expenses during his/her entire stay in Italy, AS WELL AS to responsibly cover any unforeseen expenses the applicant may incur while studying in Italy.

4. That I, the affiant, will pay for the applicant's expenses as outlined above.

FURTHER, AFFIANT SAYETH NOT

\_\_\_\_\_  
(Signature of the Notary Public)

\_\_\_\_\_  
(Signature of the Affiant)

Seal of the  
Notary Public

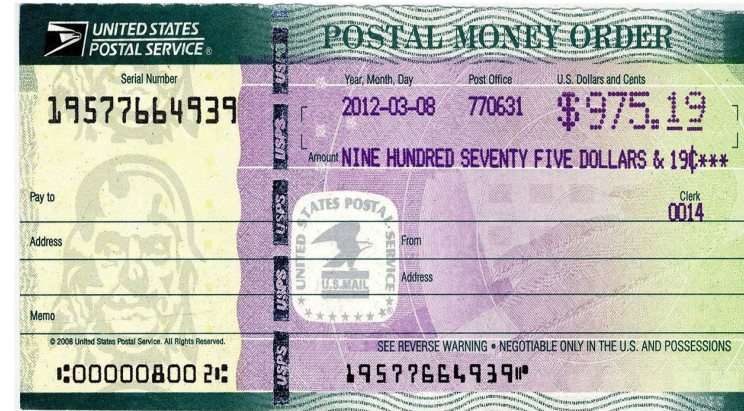
Remember to include affiant's Bank/financial statement(s) as per the information sheet

## Proof of Financial Means (instructions specific to the Boston Batch process)

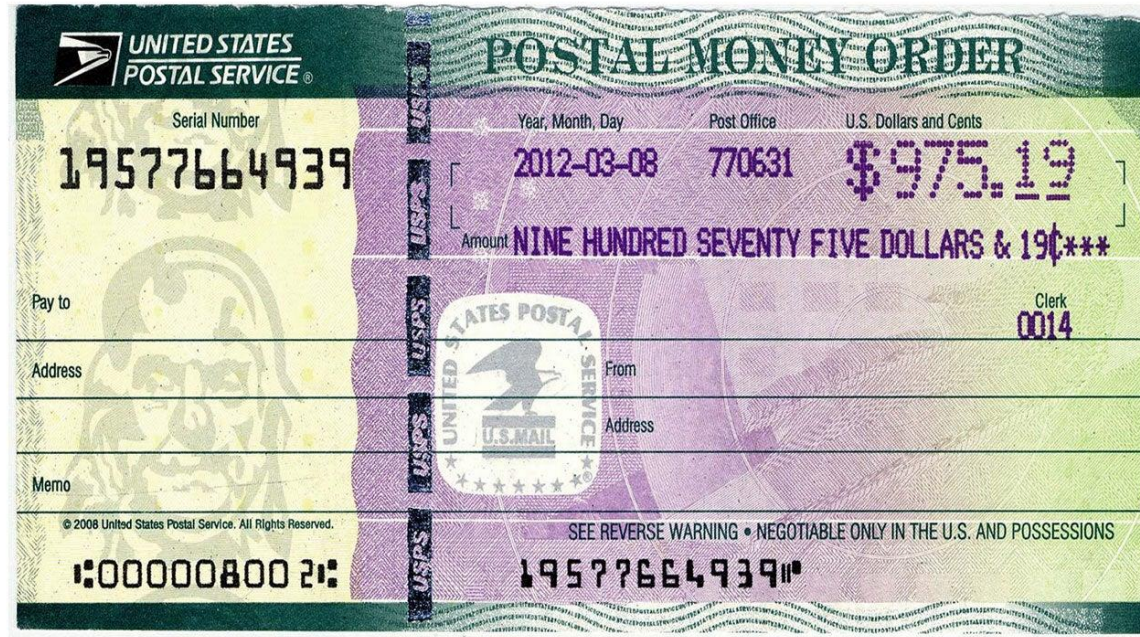
3. **The third option is to provide Proof of Financial Aid.** Students who receive financial aid and are unable to provide proof of the required bank statement amount in option (1) or (2) can present an official letter from their university stating amount of aid and time of disbursement. BU Students can get this from the Office of Financial Assistance. You will need to provide proof of a US bank account with a minimum of \$300 balance.

## Money Order for visa processing fee

- **The Italian Consulate ONLY accepts Money Orders.** Do NOT submit a check, treasurer's check, or any other form of payment other than a Money Order
- The processing fee is determined quarterly based on the Euro to USD currency exchange rate. **If applying through the Batch Process the cost at the Boston Consulate is \$54.90.**
- **If applying independently**, refer to the Consulate's website for their specific fee (it does differ slightly between consulates for some reason).
- Refer to the Instructions in your pre-departure pages for details on how to fill it out. More tips on the next slide.



**Pro tip:** You can purchase a money order from the post office. Most post offices are able to take official passport photo at a pre-scheduled appointment (find a location and schedule one [here](#)). You can complete these items at the same time!



- You are the “Purchaser” (who has purchased the money order). In the purchaser or “from” section, this is where you will write your name exactly as it is written in your passport
- **Do NOT sign on the reverse side** where it says “Endorse signature” (this is where the recipient signs, i.e. the Italian Consulate. If you sign it, the money order will no longer be valid)
- Keep your receipt!
- Refer to the tips in your instructions and if you’d like to be extra sure how to fill it out, watch this YouTube video: [✓ How To Fill Out USPS Post Office Money Orders ● - YouTube](#)



## Letters of Acceptances

- **If participating in the Batch Appointment:** we will include letters in Italian and in English that supply proof of enrollment, program dates, duration, weekly hours of attendance, the address of students' accommodations, and proof of international health insurance. 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.
- **If applying independently:** we will email you these letters by late-Oct. If you have an appointment scheduled prior to late-Oct, please contact me with the date of your appointment so I can get you these letters!
  - **NOTE:** The letter must be addressed to the consulate where you are applying, so please complete the visa form to let me know where you are applying, so I can generate the correct forms.

Boston University Study Abroad  
888 Commonwealth Avenue 2nd Floor  
Boston, Massachusetts 02215  
T 617-353-9888 F 617-353-5402  
bu.edu/abroad



16 de abril de 2021

### A QUIEN LE PUEDA INTERESAR:

El programa de Boston University in Madrid, socio de APUNE (Asociación de Programas Universitarios Norteamericanos en España), y reconocido por la Comunidad de Madrid, según consta en el BOLETIN OFICIAL DE LA COMUNIDAD DE MADRID a fecha de 24 de junio de 1999, certifica que:

- **First Middle Last** ha sido admitido(a) a nuestro centro en Madrid para el curso de primavera que comienza el 9 de septiembre de 2020 y que acaba el 19 de diciembre de 2020.
- los gastos de los alumnos de nuestro centro se pagan de antemano a Boston University y nosotros gestionamos en Madrid esos fondos, que suman más de \$1,000 dólares al mes para cubrir matrícula, alojamiento y comida en su totalidad, garantizando así la solvencia económica de los alumnos durante el periodo de estudios en España.
- todos los alumnos tienen una póliza de seguro médico, tramitada previamente en EEUU y válida para la duración del programa en España, con cobertura hasta cien mil dólares (\$100,000) y una póliza de repatriación gestionada por la compañía **GeoBlue**.
- todos los alumnos están matriculados en un programa completo de estudios de lengua y cultura españolas, por un mínimo de 20 horas lectivas por semana, y Boston University reconoce y convalida esos estudios como parte de la carrera académica norteamericana.

Atentamente,

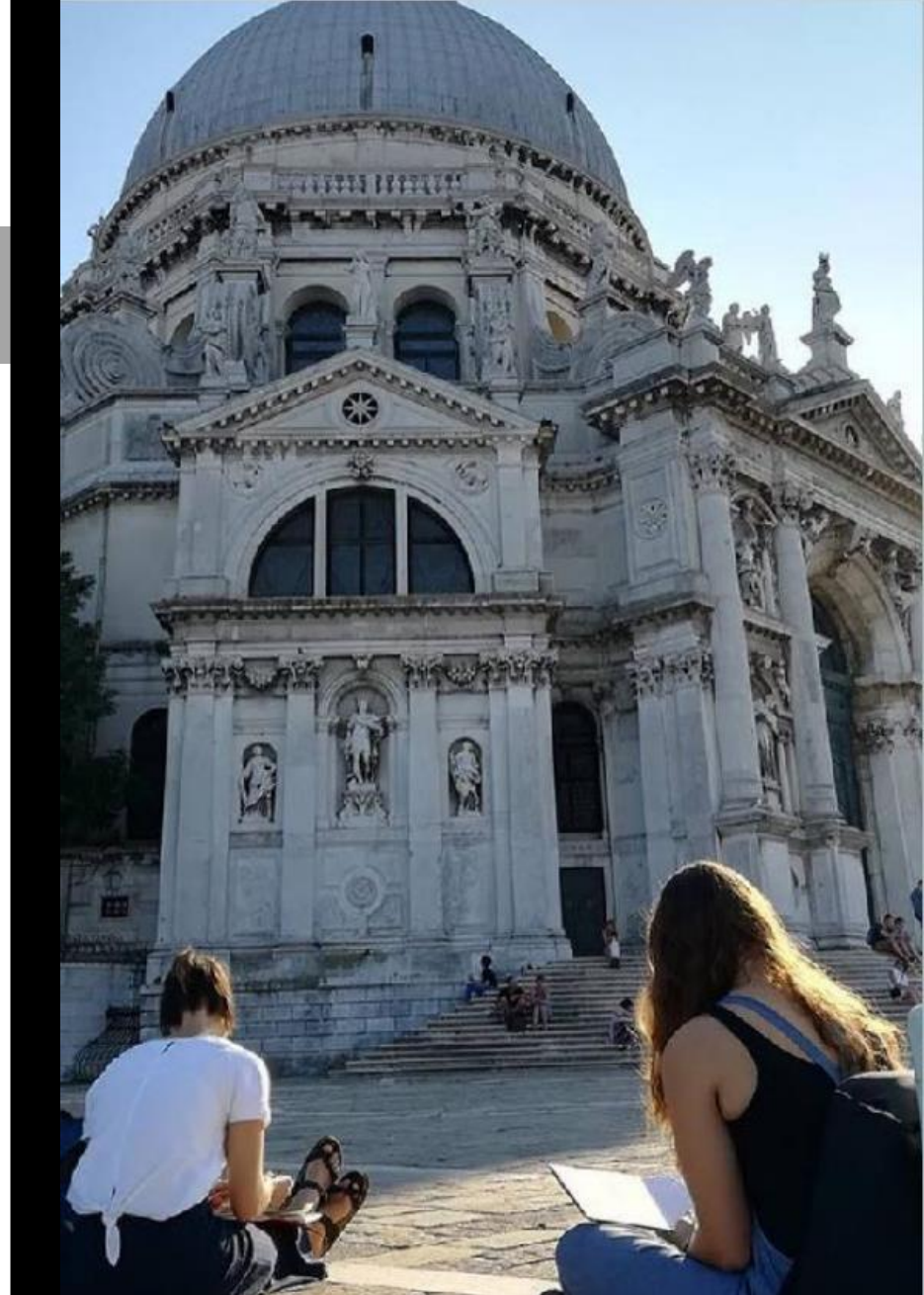
Amalia Perez-Juez, Ph.D.  
~~Directora Residente~~

Boston University in Madrid  
Miguel Angel, 8  
28010 Madrid, Spain  
Telephone: 91 319 14 58  
Fax: 91 308 71 22  
Email: amaliapj@bu.edu

## For International Students Only

**Immigration documents (non-US citizens):** If you are not a citizen of the United States, you must submit a notarized photocopy of:

- a. Your “green card” or
- b. Your student visa and I-20 form, F-1, H-1, etc.



# Italy Visa Application Checklist

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

- ☐ Passport (make sure it is signed!)
- ☐ National Visa Application Form (printed double-sided, completed electronically, and hand-signed in the three designated places)
- ☐ One Passport Photo (paper clipped to your application)
- ☐ Photocopy of your Passport (the ID & signature page)
- ☐ 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. accounts in your name)
  - (2) Proof of family resources (i.e. proof via a parent's bank account)
  - (3) Proof of Financial Aid
- ☐ Money order for visa processing fee
- ☐ **NON-US Citizens only:** Notarized copy of immigration documents





## Batch Process Instructions:

You will either need to drop off or mail your visa application materials so that we receive (complete & correct) materials by **OCT 25**.

**Italy Visa Drop-Off sessions.** These will be in the **BU Study Abroad office on 888 Commonwealth Ave in Room 240**. If you cannot come during one of these two sessions, you can drop your materials off at the front desk MTWRF from 9am-5pm, or mail them.

- a. **Monday, Oct 21** from 1:00pm – 3:00pm
- b. **Friday, Oct 25** from 10:00am – 12:00pm



**Boston University Study Abroad**  
**Cc: Sarah Thompson**  
**888 Commonwealth Ave.**  
**Boston, MA 02215**

# ATTESTATO PAPERS & DECLARATION OF PRESENCE

All students will complete a declaration of attendance and declaration of guarantee within the first week or two of their arrival in Italy. The site staff in Italy will assist you in this process.

**It has a cost of €16.00.**

- The visa will appear as a sticker inside one of the back pages of your passport. You will also receive some of your applications materials back, stapled together and stamped. Do not separate or unstaple these documents. These are called your *attestato* letters and will be necessary to complete your local registration once you arrive in Italy.



