Apply for Your Italian Visa at the Italian Consulate in New York

Document Checklist to Get a Visa (Florence)

Not applying at the Italian Consulate in New York?
- Italian Consulate in Philadelphia - Document Checklist
- Italian Consulate in Miami - Document Checklist

A
Valid Passport AND a copy of signature and bio page
- Must be valid for at least 6 months BEYOND the end of your stay in Italy;
- Must contain at least 2 blank visa pages;
- Must have been issued within the past 10 years;
- You must surrender your passport for the duration of the application process.
- Please ensure that your passport is signed!

B
Proof of legal status AND a copy
- If you are not applying from your country of citizenship:
  - Original and copy of visa or residence permit for country in which you are applying.
  - i.e. I-20 and F-1 visa or US permanent resident card for non-US citizens applying from the US; French student visa for any student applying in France, etc.

C
Copy of Student or State ID
- You must submit whichever ID shows proof of residence in the consulate's jurisdiction.
- This ID should match the address you put in your visa application! (i.e. if your application is for the Italian Consulate in New York and you are a NYU student, your NYU Student ID suffices for this requirement as proof of residence in the New York Jurisdiction)

D
One fully completed visa application form
- Use this application form to apply at the Italian Consulate in New York. If applying at a different consulate, please visit that consulate’s website for the application.
- Please follow the sample application guide to help you complete the form.

E
One recent passport-size photo (plus 4 additional photos for after your arrival in Italy)
- Can be taken by StudentLink Staff at 383 Lafayette Street (2 photos for $10) or at places such as Walgreens.
- Do not attempt to take/print your own “passport-style photo.” It never works. This photo does NOT need to match the photo in your passport.
- NOTE: You will need to bring 4 additional photos with you to Italy for your Permesso Application which you will complete after arriving in Florence.

F
Visa Processing Fee
- US equivalent of €50 ($56 for NY as of 1/1/2020)
- Visa Fees will change every 3 months (Jan 1, April 1, July 1 and Oct 1).
- Please check your consulate website to ensure you have the correct visa fee.
- Fee is payable by money order only, paid to the order of the “Consulate General of Italy in [City]"
### Outbound Services

- **Address**: 383 Lafayette Street, 3rd Floor, New York, NY 10003-7011
- **Phone**: (212) 998-4242
- **Email**: ogs.outbound@nyu.edu

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#### G

**OGS Support Letter Packet AND a copy of each letter**

- OGS will be distributing support letter packets to all students submitting individual visa applications. You will receive an alert from OGS when your packet is ready.
- This packet includes:
  - Official acceptance letter in Italian
  - Official acceptance letter in English
  - Proof of GEOBlue health insurance

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#### H

**Proof of Financial Means AND a copy**

- All students must prove that they have sufficient funds to support themselves for each semester they are in Italy.
- This should be in the form of a bank letter or an official bank statement. Refer to the [Sample Bank Letter](#) for reference.
- The Italian Consulate in New York requires that students show a base sum of 207 euros in addition to 28 euros per day of stay (e.g., 207 + 28 x 109 days). This equates to about $3,730 USD for one semester and $8,661 USD for the academic year.
- The student must provide a Bank Letter or official Bank Statement for a bank account that is in the student’s name only. The Italian Consulate in New York DOES NOT accept joint bank accounts for students.
- Letter MUST be on official bank letterhead.

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#### I

**Round trip flight itinerary AND a copy**

- This is not required for citizens of the United States applying in New York.
  - The itinerary MUST have your name on it.
  - The itinerary MUST be confirmed.
  - If you do not yet have a confirmed ticket, please follow these instructions to obtain a temporary reserved itinerary via Egencia.
  - The Consulate may not accept this temporary reservation. In this case you will need to purchase a ticket.

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#### J

**Prepaid priority envelopes from the U.S. Postal Service (no FedEx, no UPS)**

- If you are not participating in Group Application Submission:
  - The Italian Consulate in New York requires a self-addressed, prepaid envelope (should be stamped AND have a prepaid labels with a barcode) and a photocopy of it.
  - Applicants for all visas must also present the Declaration for Mailing Passports filled out.

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#### K

**Any additional documents specified by the consulate’s website**

- All consulates operate autonomously and reserve the right to request any materials they deem necessary to evaluate your visa application.
- Check the consulate’s website. If you show up to your appointment without all of the required materials, you may be turned away and forced to make a new appointment.

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### Additional Documents: Required Depending on Individual Circumstance

#### L

**Official Letter of Enrollment from home university AND a copy**

- This is not required for citizens of the United States applying in New York.
  - You can request this from the Office of the Registrar at your home university. NYU Students can request this at the StudentLink Center.

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#### M

**Official Transcript from home university AND a copy**

- This is not required for citizens of the United States applying in New York.
  - You can request this from the Office of the Registrar at your home university. NYU Students can request this at the StudentLink Center.