Apply for Your Italian Visa at the Italian Consulate in Philadelphia

Outbound Services:
383 Lafayette Street, 3rd Floor
New York, NY 10003-7011
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ogs.outbound@nyu.edu

Document Checklist to Get a Visa (Florence)

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 for the Italian Consulate in Philadelphia. 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.

Visa Processing Fee
- US equivalent of €50 ($55.40 for Philadelphia 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]”

Not applying at the Italian Consulate in Philadelphia?
- Italian Consulate in NYC - Document Checklist
- Italian Consulate in Miami - Document Checklist
OGS Support Letter Packet

- 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
- **NOTE:** The Italian Consulate in Philadelphia requires two original letters in Italian - please request a second letter by emailing ogs.outbound@nyu.edu.

Proof of Financial Means

- 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 Philadelphia requires that students show at least **$4,100 in available funds** per semester or **$9,205 in available funds** if attending for the academic year. This is the equivalent of 35 US dollars per day of the student’s stay in Italy.
- Letter **MUST** be on official bank letterhead.

Round trip flight itinerary

- 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.

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 Philadelphia 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.

One Affidavit of Financial Support

- If your parents will be supporting you or if your parents’ name(s) appears on your proof of financial means, they must sign the affidavit and have it notarized.
- If you are using your own bank account without a parent’s name on it, you do not need to submit this affidavit.

Official Letter of Enrollment from home university

- You can request this from the Office of the Registrar at your home university. NYU Students can request this at the StudentLink Center.

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.