Apply for Your Italian Visa (Philadelphia)

⇒ Italian Consulate in Miami – Document Checklist

Document Checklist to Obtain a Visa (Florence)

A. Valid Passport AND a copy of signature and bio page
   • Your passport must be valid at least 6 months BEYOND your date of departure and have at least two blank visa pages.
   • You must surrender your passport for the duration of the application process.
   • Your passport MUST be signed or the consulate will reject your application.

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

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 Philadelphia and you are a Wake Forest Student, your WFU Student ID suffices for this requirement as proof of residence in the Philadelphia Jurisdiction)

D. One fully completed visa application form
   • Please complete the Visa Application Form for the Italian Consulate in Philadelphia. If applying at a different consulate, please visit that consulate’s website for the application.
   • Follow our Sample Application Guide to help you complete the form.

E. One recent passport-size photo
   • You can have this taken at the StudentLink Center ($10 for two photos) or at places such as CVS and Walgreens.
     o Full Year Students: You will need to bring 4 additional photos with you to Italy for your Permesso di Soggiorno Application that you will complete after arriving in Florence.
     • 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

F. Visa Processing Fee
   • US Equivalent of €50 ($60.40 for Philadelphia as of 7/1/2021)
     o 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.
   • The fee is payable by money order only, paid to the order of the “Consulate General of Italy in [City].”

Last updated 4/23/2021
### G. 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 English
  - Official Acceptance Letter in Italian – NOTE: You will need two for the consulate in Philadelphia, please email ogs.outbound@nyu.edu to request a second letter.
  - Proof of GeoBlue Health Insurance
  - PLEASE NOTE: If you are participating in the Group Application Submission, you will not receive this packet until you get your passport and visa back from processing.

### H. 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. Please refer to the Sample Bank Letter for reference.
- The Italian Consulate in Philadelphia requires that students show at least $4,025 (35 x 115 days) in available funds per semester, and $9,135 (35 x 261 days) in available funds if attending for the academic year (roughly $35 per day of stay).
- Letter MUST be on official bank letterhead.

### I. Roundtrip 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 our 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.

### J. Prepaid priority envelope from the US Postal Service (FedEx, UPS, DHL not accepted)
- This is not required if you are participating in Group Application Submission.
- The Italian Consulate in New York requires a self-addressed, prepaid envelope (should be stamped AND have a prepaid label with barcode/tracking) and a photocopy of it.
- Applicants for all visas must also include a completed Declaration for Mailing Passports.

### K. 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.

### L. One Affidavit of Financial Support IF parents are providing financial support
- If your parents will be supporting you or if a parent’s name 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.

### M. 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 your consulate’s website. If you show up to your appointment without all of the required materials, your application may be rejected and you will need to make a new appointment.