Parents & Students:

Please bring this cover letter and the SAMPLE BANK LETTER (page 2 of this document) to your bank official. As stated below, make sure that they follow the bulleted guidelines! Following this format will ensure that the Italian Consulate does not reject your application on the basis of an incorrectly written bank letter.

Please note: If applying at the Italian Consulate in New York, the student’s name must be the only name on the letter, as the Italian Consulate in New York DOES NOT accept joint accounts.

Dear Bank Official,

The attached letter is a sample copy of the proof of financial means letter that the Italian Consulate requires as part of the student visa application. Please follow the guidelines outline below exactly in order to ensure that the letter is accepted by the consulate.

- Must be on official bank letterhead.
- Must indicate that one of the following amounts is readily available in a savings or checking account:
  - If applying at the Italian Consulate in New York:
    - $5,450 minimum for semester long students or $13,150 for academic year students
  - If applying outside of New York
    - $4,100 minimum for semester long students or $9,200 for academic year students.
- Must include exact balance including decimal amounts.
- Account holder must be the same as the signer of the Affidavit of Financial Support *only if applying outside of New York and guardian’s name appears as an account holder.
- The letter should have an official stamp by the bank OR be notarized.
  - If the letter is notarized, it should be notarized at the bank and the bank official’s signature should be the signature that is authorized.
- When possible, address the letter to the Italian Consulate in [City, State].

Thank you for your assistance! Please feel free to contact us if you have any questions or concerns.

Sincerely,

The Office of Global Services
212-998-4242
SAMPLE BANK LETTER

[Official, Original Bank Letterhead]

[DATE]

Consulate General of Italy
Visa Office
690 Park Avenue
New York, NY 10021
(If applying outside of New York, please address to specific consulate where applying)

To Whom It May Concern:

This is to certify that the title of the following account(s) reflects name and address of account holder as an account holder.

<table>
<thead>
<tr>
<th>Account Type</th>
<th>Account Number (optional)</th>
<th>Amount</th>
<th>Date Opened</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Sincerely,

___________________________
Signature of Bank Official
Name and Title of Bank Official
Phone Number