

Italian Student Visa Instructions: Applying Independently through Los Angeles

CONSULATE GENERAL OF ITALY IN LOS ANGELES

12424 Wilshire Blvd.
Suite 1400
Los Angeles, CA 90025
Tel: (310) 820-0622
Fax: (310) 820-0727
E-mail: visti.losangeles@esteri.it

Jurisdiction: Arizona, California (the following Counties: Imperial Valley, Kern, Los Angeles, Orange, Riverside, Santa Barbara, San Bernardino, San Diego, San Luis Obispo, Ventura), New Mexico, Nevada.

Students who attend school or have a home address within this jurisdiction can apply for their visa here.

Main contact at Syracuse Abroad for visas:
Dylan Eldred, Florence Visa Coordinator
315-443-9428, syrflorence@syr.edu

Before you begin: Ensure you have a passport valid for at least six months after your program ends.

Make an appointment at the Italian consulate in Los Angeles immediately. This should be for a “Nationals” visa [Visa office (Italian National Visas)]. Appointments fill up very quickly, so if you wait, you may not be able to find an appointment and will have to search for a cancelled appointment. The earliest possible appointment date you can schedule is **Monday, March 10th** as there are documents you need from our office to include in your application.

Create your user account and make a visa appointment [here](#).

For a step-by-step guide on how to schedule an appointment, [click here](#)

IMPORTANT: About 10 days before the appointment, you will receive an email from the Italian consulate asking you to confirm your appointment. It is imperative that you do this immediately. Failure to confirm your appointment will result in the consulate cancelling it (3 days before) and it will be released back into the system. You will not be able to enter the consulate on the original appointment date and will have to look for a new appointment. You will need to log back into your account to confirm your visa appointment.

- You must appear at the consulate in person. You cannot send anyone else to the appointment on your behalf. Visa applications cannot be mailed to the consulate.
- Processing time is typically 3-4 weeks to receive your passport back with your visa. Note that it is possible for visa processing to take up to 90 days so make sure to plan accordingly.

First, complete the Visa Information (Italy) questionnaire in your [OrangeAbroad Portal](#) to provide us with information regarding which consulate you plan on applying through, your current address to send visa documents to you for your appointment (if applicable), and to indicate any international travel plans. This form needs to be completed and submitted by **Monday, March 31st**.

Once you have made your visa appointment, please complete the Scheduled Visa Appointment (Italy) questionnaire in your [OrangeAbroad portal](#), so we can provide the original documentation that is required from Syracuse Abroad (hard copies of enrollment letters in English and Italian, and an insurance certificate). Schedule your visa appointment no later than **Thursday, July 31st**. Any later and you risk not receiving your passport/student visa back in time. The deadline to schedule your visa appointment at the consulate and complete the Confirmed Visa Appointment questionnaire is **Monday, July 14th**.

You are required to have a visa advising meeting to review your visa documents with the Florence visa coordinator prior to your visa appointment. You can schedule using the link below. Please schedule your appointment once you have all your visa materials gathered before your appointment at the consulate. The deadline to have all your materials together and meet with a Syracuse Abroad advisor to review your visa materials is **Thursday, April 24th**.

[SCHEDULE VISA ADVISING APPOINTMENT](#)

Syracuse students can review their materials in person at the Syracuse Abroad office (106 Walnut Pl) while visiting students will have their advising appointments over Zoom.

Once you have received your passport back from the consulate with your Italian student visa, you will need to upload a scan of your visa to your [OrangeAbroad portal](#) under the “Student Visa Upload (Italy)” questionnaire. Please complete this form as soon you receive your passport back with your visa, but no later than **Friday, August 29th**.

WAIVER NOTICE

By applying independently for your visa, you accept full responsibility for the application process. **Syracuse Abroad cannot work with the Italian Consulates on behalf of independent visa applicants.** If you experience difficulty or errors with your visa, you must work directly with the Italian Consulate to have them resolved. Syracuse Abroad can provide advice and guidance but is not liable or responsible for independent visa applicants.

Additional Questions? We would be happy to assist you. Please email: syrflorence@syr.edu.

Important To Dos and Deadlines

- ✓ Earliest date to schedule your visa appointment at the consulate-
Monday, March 10th
- ✓ Deadline to complete “Visa Information” questionnaire in your OrangeAbroad Portal- **Monday, March 31st**
- ✓ Schedule your visa advising appointment
- ✓ Deadline to gather your visa materials and meet with a Syracuse Abroad advisor for visa material review- **Thursday, April 24th**
- ✓ Deadline to book an appointment with the consulate and complete “Scheduled Visa Appointment (Italy)” Questionnaire in your OrangeAbroad Portal- **Monday, July 14th**
- ✓ Deadline to have your visa appointment at the consulate-
Thursday, July 31st
- ✓ Deadline to upload a scan of your Italian student visa under the “Student Visa Upload (Italy)” questionnaire in your OrangeAbroad Portal- As soon as you receive your passport back with your visa, but no later than **Friday, August 29th**

Checklist of Required Visa Documents

These documents are mandatory, no exceptions can be made.

Applicants must submit the following documents in 2 sets – one original and one photocopy (for ALL items, 1 to 11):

- ☐ **1. National Visa application form**, completely and clearly filled out, to be signed in the presence of a Consular officer.
- ☐ **2. Passport- Original and photocopy of the main page.** Must be valid for at least six months beyond the applicant's last day of stay abroad. The passport must not have been issued more than 10 (ten) years ago and must have at least two blank pages on which the visa can be affixed. In your passport, your complete birthdate must be mentioned: day, month and year.

Non-US Citizens: Proof of permanent residence in the United States: U.S. Alien Registration Card or valid long term **U.S. visa with I-94 Form and I-20 Form**. The US Alien Registration Card or US visa should be valid at least three (3) months beyond the intended departure from Italy/ Schengen territory.

- ☐ **3. One recent passport size photograph**, 35 mm x 45mm, full face, front view, in color, white background. Scanned or photocopied photos will not be accepted.
- ☐ **4. Photocopy of student's ID and driver's license** (or state ID) issued by California, Arizona, Nevada or New Mexico (Driver's License or State ID issued by other States are not accepted). If you moved as part of your study program and have not updated your Driver's License or State ID from California, Arizona, Nevada or New Mexico, you must submit a current **bill of water, gas or electricity**. Other types of bills will not be accepted.
- ☐ **5. Letter from your US College or University** stating that you will attend a course or participate in the program offered by the academic institution in Italy. The letter must have a **wet signature**. **Syracuse University students- this letter will be provided to you by Syracuse Abroad.**
- ☐ **6. Letter from the Italian education institution or US institution with a campus in Italy** giving details on the course or cultural program that will be attended in Italy. **SYRACUSE ABROAD WILL PROVIDE THIS LETTER TO YOU FOR YOUR APPLICATION**
- ☐ **7. Proof of sufficient funds** that must be presented in a form of a **bank letter**.

- [Notarized Affidavit of Support](#). In case of applicant's insufficient funds, or the applicant has a joint bank account with their parent or guardian, one or both parents must submit an affidavit of support along with their bank letter. **The Affidavit must be notarized by a Notary Public.**
- **8. Proof of health insurance coverage** [SYRACUSE ABROAD WILL PROVIDE THIS LETTER TO YOU FOR YOUR APPLICATION](#)
- **9. Money Order** (type D Study) duly filled out and made to: Consulate General of Italy in Los Angeles. Please see the consulate's [website](#) for current fees and keep in mind that they change quarterly (January 1, April 1, July 1, and October 1).
- **10. Round trip flight** from the U.S to the Italy and departure from Schengen area.
- **11. One self-addressed** (from yourself—to yourself) **pre-paid/stamped envelope** (Express Mail, FedEx, USPS) to have your passport mailed back to you. IF THE RETURN LABEL IS NOT COMPLETED PROPERLY (FOR EXAMPLE IF THE CONSULATE APPEARS AS THE SENDER) IT WILL NOT BE ACCEPTED. Please also fill out the [authorization form](#) and remember to bring also a photocopy of the envelope.

1. Visa Application Form

You must submit a paper application for your visa. Please fill out the application based on the sample provided on the following pages. Fill out each page exactly as it is filled out on the sample with your appropriate information. There are three signatures required on this application, and you must complete all for the application to be complete. Blank application forms are available [here](#).

Please refer to this page when answering questions 25, 29 and 30 of your visa application.

Number of Days for Fall 2025 (question 25)

Question 25: Program	Number of Days
SU Florence Center, Studio Arts, Architecture, Wake Forest Business programs, Florence Center & University of Florence (Courses Taught in English)	107 days
Signature Seminar	118 days

Program Dates for Fall 2025 (questions 29 and 30)

If your arrival/departure dates differ from the program dates, please answer question 29 & 30 based on flight itinerary.

Question 29: Program	Arrival Date
SU Florence Center, Studio Arts, Architecture, Wake Forest Business programs, Florence Center & University of Florence (Courses Taught in English)	Arrive September 3, 2025
Signature Seminar	Arrive August 23, 2025

Question 30: Program	Departure Date
SU Florence Center, Studio Arts, Architecture, Wake Forest Business programs, Florence Center & University of Florence (Courses Taught in English)	Depart December 18, 2025
Signature Seminar	Depart December 18, 2025



Consulate General of Italy - Los Angeles

PHOTOGRAPH

LEAVE
BLANK

National (D) visa application form

This form is free of charge

1. Surname (Family name) / (x) LAST NAME (must match passport)				<p>For official use only</p> <p>Data della domanda:</p> <p>Numero della domanda di visto:</p> <p>Domanda presentata presso:</p> <p><input type="checkbox"/> Ambasciata/Consolato <input type="checkbox"/> Centro comune <input type="checkbox"/> Fornitore di servizi <input type="checkbox"/> Intermediario commerciale <input type="checkbox"/> Altro</p> <p>Nome:</p> <p>Responsabile della pratica:</p> <p>Nome di chi ha ricevuto la pratica allo sportello:</p> <p>Documenti giustificativi:</p> <p><input type="checkbox"/> Documento di viaggio <input type="checkbox"/> Mezzi di sussistenza <input type="checkbox"/> Invito <input type="checkbox"/> Mezzi di trasporto <input type="checkbox"/> Assicurazione sanitaria di viaggio <input type="checkbox"/> Altro</p> <p>Decisione relativa al visto:</p> <p><input type="checkbox"/> Rifiutato <input type="checkbox"/> Rifiutato per segnalazione SIS non cancellabile. <input type="checkbox"/> Pratica Sospesa <input type="checkbox"/> Rilasciato</p> <p>Tipo di visto:</p> <p><input type="checkbox"/> D</p> <p><input type="checkbox"/> Valido: dal</p>	
2. Surname at birth (Former family name(s)) / (x) LEAVE BLANK					
3. First name(s) / (x) FIRST and MIDDLE NAME (must match passport)					
4. Date of birth (day-month-year) DATE OF BIRTH- format: day/month/year (29/05/1991)		5. Place of birth CITY and STATE of birth			
6. Country of birth COUNTRY of birth		7. Current nationality NATIONALITY (ex: USA, CHINESE) Nationality at birth, if different if you were born a different nationality			
8. Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female. select appropriate box		9. Marital status: select appropriate box <input type="checkbox"/> Single <input type="checkbox"/> Married <input type="checkbox"/> Separated <input type="checkbox"/> Divorced <input type="checkbox"/> Widow(er) <input type="checkbox"/> Other (please specify)			
10. For minors: surname, first name, address (if different from the applicant's) and nationality of parental authority/legal guardian: LEAVE BLANK					
11. National identity number, where applicable: LEAVE BLANK					
12. Type of travel document: SELECT "ORDINARY PASSPORT" <input checked="" type="checkbox"/> Ordinary passport <input type="checkbox"/> Service passport. <input type="checkbox"/> Special passport <input type="checkbox"/> Other travel document (please specify): <input type="checkbox"/> Diplomatic passport <input type="checkbox"/> Official passport					
13. Number of travel document PASSPORT NUMBER	14. Date of issue.(day-month-yr) date issued	15. Valid until (day-month-yr) date of expiration	16. Issued by COUNTRY of issue (ex: USA, CHINA)		
17. Applicant's home address and e-mail address Your PERMANENT ADDRESS and EMAIL ADDRESS			Telephone number(s) cell phone and home phone numbers		
18. Are you residing in a country other than the country of your current nationality: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. Residence permit or equivalent:N..... Valid until				Select "NO" unless applicable	
19. Current occupation STUDENT					
20. Employer, employer's address and telephone number. For students, name and address of educational institution. List your HOME UNIVERSITY name and its ADDRESS					

21. Purpose of travel: Select "STUDY" only <input type="checkbox"/> Joining family member/ Accompanying family member <input type="checkbox"/> Religious activity <input type="checkbox"/> Sport <input type="checkbox"/> Mission <input type="checkbox"/> Diplomatic <input type="checkbox"/> Medical reasons <input checked="" type="checkbox"/> Study <input type="checkbox"/> Adoption <input type="checkbox"/> Subordinate work <input type="checkbox"/> Autonomous work <input type="checkbox"/> Other (specify).....		al..... Numero di ingressi: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> Multipli
<i>(x) Provide the information as indicated in the travel document.</i>		
22. City of destination FLORENCE, ITALY	23. Schengen country of first entry ITALY	
24. Number of entries requested: <input type="checkbox"/> One <input type="checkbox"/> Two <input checked="" type="checkbox"/> Multiple.	25. Duration of stay. Indicate the number of days (max. 365 days) PLEASE REFER TO DATES IN PACKET (ex: 107 days)	
26. Schengen visas issued in the past three years: <input checked="" type="checkbox"/> None Select "NONE" unless you have another Schengen Visa in your passport <input type="checkbox"/> Yes. Date(s) of validity: from to		
27. Fingerprints previously taken for a Schengen visa application: Select "NO" unless applicable <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes. Indicate date if known:		
28. Number of the Nullaosta issued for a Joining family member visa/Accompanying family member visa/Subordinate work visa (only when required by the regulations governing the type of visa requested)..... LEAVE ALL BLANK Issued by the SUI of the city of Valid from until		
29. Intended date of arrival in the Schengen area REFER TO DATES IN PACKET- MUST MATCH FLIGHT ITINERARY (day/ month/ year)	30. Intended date of departure from the Schengen area (only for visas valid from 91days to 364 days) REFER TO DATES IN PACKET- MUST MATCH FLIGHT ITINERARY	
31. Name of the person who requested the family reunion visa, or the name of the employer. Indicate your address in Italy, if it is visa for Adoption, Religious Activities, Medical Reasons, Sport, Study, Mission. LEAVE BLANK		
Address and e-mail address of the person(s) who requested the family reunion visa, or the name of the employer. LEAVE BLANK	Telephone number and fax number of the person(s) who requested the family reunion visa, or the name of the employer. LEAVE BLANK	
32. Name and address of the inviting company/ organization. SYRACUSE UNIVERSITY IN FLORENCE PIAZZA SAVONAROLA, 15 FLORENCE I-50132	Telephone number and fax number of the company/ organization.. (39) 055-5031-31 PHONE (39) 055-5000-31 FAX	
Name, address, telephone number, fax number and e-mail address of the contact person of the company/ organization. SASHA PERUGINI- DIRECTOR SU FLORENCE PERUGINI@SYR.EDU PIAZZA SAVONAROLA, 15, FLORENCE I-50132		
33. The applicant's expenses for travel and stay are the responsibility of: Check the following boxes indicated and write in the following:		
<input checked="" type="checkbox"/> the applicant. Means of support: <input type="checkbox"/> Cash <input type="checkbox"/> Traveller's cheques <input checked="" type="checkbox"/> Credit cards <input type="checkbox"/> Prepaid accommodation <input checked="" type="checkbox"/> Prepaid transportation <input type="checkbox"/> Other (specify)..... INFORMATION NOT NECESSARY FOR THE FOLLOWING VISAS: Joining Family Member, Accompanying Family Member,	<input checked="" type="checkbox"/> of the sponsor (host, company, organization), specify: SYRACUSE UNIVERSITY referred to in field n. 31 or 32. <input type="checkbox"/> other (specify)..... Means of support: <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Accommodation provided <input type="checkbox"/> All expenses covered during the stay.. <input type="checkbox"/> Prepaid transportation <input type="checkbox"/> Other (specify).....	

<div style="border: 1px solid red; padding: 2px; display: inline-block;">ONLY IF APPLICABLE, fill in this section (34 and 35)</div>			
34. Personal data of the family member who is a citizen of the EU, EEA or CH:			
Surname (family name).		First name(s)	
Date of birth	Nationality	Number of travel document or ID card	
35. Family relationship with a EU, EEA or CH citizen: <input type="checkbox"/> spouse <input type="checkbox"/> son/daughter <input type="checkbox"/> other direct ascendant –grandchild <input type="checkbox"/> dependent ascendant			
36. Place Date <div style="border: 1px solid red; padding: 2px; display: inline-block;">CITY, STATE, DATE of signature</div>		37. Signature (Signature of parent or legal guardian if applicant is a minor) <div style="border: 1px solid red; padding: 2px; display: inline-block;">STUDENT SIGNATURE</div>	

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

STUDENT SIGNATURE

I am aware of and consent to the following: that the collection of the data required by this application, the taking of my photograph and, if applicable, the taking of my fingerprints are mandatory for the examination of the visa application, and that the personal data concerning me which appears on the visa application form, as well as my fingerprints and my photograph will be supplied to the relevant Italian authorities and processed by those authorities for the purpose of a decision on my visa application.

Such data, as well data concerning the decision taken on my application or a decision whether to annul or revoke an issued visa will be entered into and stored in the visa information system of the Italian Embassy/Consulate and of the Italian Ministry of Foreign Affairs.

Such data will be accessible to the national authorities responsible for visas. Furthermore, such data will be accessible to the Schengen authorities competent for carrying out checks on visas at external borders, to the immigration and asylum authorities of the Member States (for the purpose of verifying whether the conditions for the legal entry into, the stay and residence on the territory of the Member States are fulfilled, of identifying persons who do not or no longer fulfil these conditions), to the authorities of the Member States responsible for examining of an asylum application. Under certain conditions the data will also be available to designated authorities of the Member States and to Europol for the purpose of the prevention, detection and investigation of terrorist offences and other serious criminal offences.

I am aware that I have the right to obtain notification of the data relating to me recorded in the visa information system, and the right to request that inaccurate data relating to me be corrected and that data relating to me processed unlawfully be deleted. At my request, the authority examining my application will inform me of the manner in which I may exercise my right to verify my personal data, and have them corrected or deleted, including the related remedies according to the national legislation. The responsible national authority is the "Garante per la Protezione dei Dati Personali".

I declare that all the data provided by me are complete and correct. I am aware that false statements will lead to my application being rejected or to the annulment of a visa already granted and may also render me liable to prosecution under the law of the Italian Representative (article 331 c.p.p.).

The mere fact that a visa has been granted does not mean that I will be entitled to compensation if I fail to comply with the relevant provisions of Article 5, paragraph 1 of Regulation EU n. 562/2006 (Schengen Borders Code) and of Article 4 of Italian Law 286/98 and for said reasons I will be refused entry.

ANNOTAZIONI (riservato all'Ufficio)

Il sottoscritto dichiara di aver preso visione dell'informativa sulla protezione dei dati personali riguardante il rilascio dei visti, ai sensi del Regolamento Generale sulla Protezione dei Dati (UE) 2016/679.

The undersigned declares that he/she has read the privacy statement concerning the issuance of visas, in accordance with the General Data Protection Regulation (EU) 2016/679.

Place CITY, STATE (location) at time of signature	Signature (Signature of parent or legal guardian if applicant is a minor)
Date DATE in day/month/year format	STUDENT SIGNATURE

2. Passport and photocopy of ID page

You must submit your official passport and a photocopy of the ID page (and of your US visa if applicable) with your visa application.

1. Your passport must be SIGNED in PEN
2. Your passport must be valid for at least six months after the program end date
3. Make 2 copies of your passport ID and keep one for your records. DO NOT submit your passport to the Italian consulate without making a photocopy for yourself first.

Photocopy your ID page just as you see below on an 8 ½ x 11 sheet of paper. Do not photocopy any other items onto the page.

The image shows a sample US passport ID page. A large green arrow points to the signature line, and a smaller green arrow points to the expiration date.

Passport must be SIGNED HERE!

CHECK EXPIRATION

SAMPLE

The Secretary of State of the United States of America hereby requests all whom it may concern to permit the citizen/national of the United States named herein to pass without delay or hindrance and in case of need to give all lawful aid and protection.

Le Secrétaire d'Etat des Etats-Unis d'Amérique prie par les présentes toutes autorités compétentes de laisser passer le citoyen ou ressortissant des Etats-Unis titulaire du présent passeport, sans délai ni difficulté et, en cas de besoin, de lui accorder toute aide et protection légitimes.

El Secretario de Estado de los Estados Unidos de América por el presente solicita a las autoridades competentes permitir el paso del ciudadano o nacional de los Estados Unidos aquí nombrado, sin demora ni dificultades, y en caso de necesidad, prestarle toda la ayuda y protección lícitas.

SIGNATURE OF BEARER/SIGNATURE DU TITULAIRE/FIRMA DEL TITULAR

NOT VALID UNTIL SIGNED

PASSPORT
PASSEPORT
PASAPORTE

UNITED STATES OF AMERICA

Type / Type / Tipo Code / Code / Código Passport No. / No. du Passeport / No. de Pasaporte

P USA

Surname / Nom / Apellidos

Given names / Prénoms / Nombres

Nationality / Nationalité / Nacionalidad
UNITED STATES OF AMERICA

Date of birth / Date de naissance / Fecha de nacimiento

Sex / Sexe / Sexo Place of birth / Lieu de naissance / Lugar de nacimiento
M COLORADO, U.S.A.

Date of issue / Date de délivrance / Fecha de expedición
13 Jan 2003

Date of expiration / Date d'expiration / Fecha de caducidad
12 Jan 2013

Amendments / Modifications / Enmiendas
See Page 24

Authority / Autorité / Autoridad
Seattle
Passport Agency

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3. Copy of your Student ID and Driver's License or State ID

Please make a copy of your Driver's License or State ID onto a blank sheet of paper and ensure the copy is clear and legible. Please do the same with your Student ID.

Non-U.S. citizens: Please make a photocopy of your green card, or a copy of your F-1/ J-1 visa and I-20 or DS-2019.



4. One Official Passport Photo



The consulate requires a separate photo to create your visa.

This does not need to be the same photo as in your passport. This photo should reflect your current appearance and be no more than 6 months old. You may have official passport photos taken at the post office, drugstores and other stores (*i.e.*, CVS) for a fee. The photo should feature only you in front of a white background. **You may not take the photo yourself.** Only send one photo with your visa application but keep the extra photos and bring them with you

to Italy. Please write your name clearly on the back of the photo. Please see the sample on the left. The photo should be stapled to the appropriate spot on the application or attached with a paper clip.

5. Bank Letter (Proof of Financial Means)

The consulate requires proof that you have financial means to reside in Florence.

You can satisfy this requirement by presenting the consulate with an original, signed bank letter from a **US bank or financial institution showing funds in a checking and/or savings account**. Syracuse Abroad cannot waive or alter this requirement.

If you are unable to provide proof of the required amount in your own personal checking or savings account, you may submit a bank letter or statement from a checking/savings account in a parent or guardian's name supporting you. If you wish to do this, the account holder must also complete the [Affidavit of Support](#), have it notarized and submit it with your visa materials. **If you have a joint bank account with a parent or guardian, your parent or guardian must complete the [Affidavit of Support](#).**

Statements from retirement accounts, 401k and stock portfolios are NOT accepted by the Italian consulates. Only bank letters regarding US checking and savings accounts are accepted.

Accessible amounts required (amounts add up to approximately \$50USD per day in Florence):

- Center semester students: approximately \$5,500 - \$6,000USD

****NOTE:** Some programs vary in length. Please use the chart on page 6 to determine the length of your program and multiply the number of days by \$50USD.

Guidelines for the bank letter:

- YOU (the student) OR the specified person in support of the student is the account holder
- The specified funds are present in your account at the time the letter is generated
- Letter(s) must be original. Copies, scans, emails, and faxes are unacceptable.
- Letter(s) must reference US checking or savings accounts only.
- Letter(s) must be on the bank's original letterhead and have a signature of a representative.
 - *Note that some large national banks (such as Chase or Bank of America) may only provide an electronic Bank Letter and some do not provide signatures.*
- Bank statements are unacceptable.
- Letter(s) must be dated as close to the visa appointment as possible.
- You may combine accounts from different institutions to reach your required amount.

United States**Bank of Syracuse****Example of a
Bank Letter**

123 Main Street
Syracuse, NY 13210

April 15, 2025

To The Honorable Italian Consulate General:

This letter certifies that the title of the following accounts reflects [your name here] as an account holder.

Account Type	Account No.	Amount *	Date Opened
Checking	ends in xxxx	\$4,245.36	01/01/2000
Savings	ends in xxxx	In excess of \$8,000.00	01/01/2000

The above mentioned balance(s) is accurate as of [today's date].

Sincerely,
John Doe
Bank Teller and Customer Service Representative
(315) 555-2252
John.Doe@USBS.com

Affidavit of financial support

(Study program in Italy)

Please note:

- The affidavit must be completely and clearly filled out by the person providing financial support.
- The affidavit must be signed and notarized.

I the affiant, _____, born in _____
First name Middle name Last name City, State and Country
 on _____
Date of birth

BEING DULY SWORN ON OATH, DEPOSE AND SAY:

1. That the visa applicant _____ born in _____
First name Middle Name Last name City, State and Country
 _____ on _____ is
Date of birth
 ___ **my son** ___ **my daughter** ___ **my** _____

2. That the visa applicant intends to pursue his/her education by attending _____
Name of academic institution
 _____ in _____, during the period _____
Location of institution in Italy From To
 of the academic year _____.

3. That I, the affiant, have full time employment as a _____ and
Profession
 currently employed at _____,
 with sufficient income and assets to provide for the expenses the applicant may incur while studying in Italy.

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

The undersigned declares that he/she has read the privacy statement concerning the issuance of visas, in accordance with the General Data Protection Regulation (EU) 2016/679.

 Date

 Affiant's signature

OFFICIAL NOTARIZATION AND SEAL

6. Money Order

Applicants are required to pay a processing fee in the form of a personal money order. Please check the exact amount on the [fee page](#) of the Italian Consulate's website. Note that the fees are updated each quarter (January 1, April 1, July 1 and October 1) so you should check the website close to your appointment date for the current fee.

Make money order out to Consulate General of Italy in Los Angeles and use the address of the consulate:

Consulate General of Italy Los Angeles
12424 Wilshire Blvd
Suite 1400
Los Angeles, CA 90025

Please make sure you write your name, home address and phone number on your money order. You can purchase one at a U.S. post office (preferred). Some pharmacies may also sell money orders, as should your bank. Any alteration to the money order (i.e. Whiteout) will render it unacceptable.

UNITED STATES POSTAL SERVICE®		POSTAL MONEY ORDER		15-800 000
SERIAL NUMBER 0101010100	YEAR, MONTH, DAY DATE	POST OFFICE 555555	U.S. DOLLARS AND CENTS CHECK AMOUNT	
AMOUNT ONE HUNDRED DOLLARS & 00¢		*****		
PAY TO CONSULATE GENERAL OF	NEGOTIABLE ONLY IN THE U.S. AND POSSESSIONS SEE REVERSE WARNING			
ADDRESS CONSULATE ADDRESS	FROM YOUR NAME	CLERK 0011		
CITY STATE ZIPCODE	ADDRESS YOUR ADDRESS			
C.D. NO. OR USED FOR ITALIAN VISA FEE	YOUR PHONE NUMBER			
⑈000000000⑈		0000000000⑈		

7. Enrollment Verification Letter from Home University

For non-SU students only. **Obtain this letter from your school's Study Abroad office**; it should confirm that you are enrolled full time at your home university in addition to other details – Please be sure you have confirmed the accuracy of this letter with the visa coordinator at SU Abroad. Letters from National Student Clearinghouse will not be accepted. **Syracuse University students will receive this document from Syracuse Abroad.**

8. Confirmed Round-Trip Flight Itinerary

To obtain a visa, students must provide proof of entry and exit from Europe. You must provide confirmation that you have purchased a round-trip ticket to Italy and out of the Schengen Area (explanation on the following page). Make a copy of the flight confirmation from the airline, agent or travel agency. This must include all legs of your flight, confirmation that you purchased the flight, and your legal name on the confirmation.

Flight information will be shared with you by early April. If you have your visa appointment before then contact syrflorence@syr.edu so we can help you with this requirement.

You are responsible for researching whether you need a visa for any independent travel before, during or after the program. **International students are strongly advised to check tourist visa requirements thoroughly** as there may be restrictions.

Syracuse Airways
Your Reservations

You're confirmed!

Date issued: Tuesday, September 02, 2014

Confirmation code:
BDPQ758

Scan barcode for boarding pass

Trip details: [Download to calendar](#)

DEPART

JFK → FRA New York City to Frankfurt (January 11, 2015)
 Flight: 5A2846 Travel Time: 7h 25m
 Depart: 11:00am Aircraft: 747
 Arrive: 1:00pm Cabin: Coach
 Meal: Lunch Seat: 25F

2 hour layover FRA

FRA → FLR Frankfurt to Florence (January 13, 2015)
 Depart: 3:00pm Travel Time: 1h 17m
 Flight: 1H 2818 Aircraft: 737
 Arrive: 6:17pm Cabin: Coach
 Meal: --- Seat: 17C

RETURN

FLR → FRA Florence to Frankfurt (April 30, 2015)
 Flight: 1H8473 Travel Time: 3h 00m
 Depart: 9:00am Aircraft: 737
 Arrive: 12:00pm Cabin: Coach
 Meal: --- Seat: 17D

3 hour layover FRA

Syracuse Airways
Your Reservations

FRA → JFK Frankfurt to New York City (April 30, 2015)
 Flight: 5A2846 Travel Time: 7h 45m
 Depart: 3:00pm Aircraft: 747
 Arrive: 4:45pm Cabin: Coach
 Meal: Dinner Seat: 30C

Total travel cost
 (1 passenger)

Fare	Adult
JFK to FLR	\$650
FLR to JFK	\$700
Taxes and fees	\$80
Total	\$1,430

Charged to Jenny C. Doe
 *****7328 (Visa)

You paid \$1,430

What is the Schengen Area?

The Schengen Area includes the countries listed below. You will be able to travel freely in these countries within the dates of your program and/or visa.

- Austria
- Belgium
- Czech Republic
- Denmark
- Estonia
- Finland
- France
- Germany
- Greece
- Hungary
- Iceland (not EU)
- Italy
- Latvia
- Liechtenstein (not EU)
- Lithuania
- Luxembourg
- Malta
- Netherlands
- Norway (not EU)
- Poland
- Portugal
- Slovakia
- Slovenia
- Spain
- Sweden
- Switzerland (not EU)



9. Prepaid Self Addressed Envelope

One self-addressed (from yourself–to yourself) pre-paid/stamped envelope (Express Mail, FedEx, USPS) to have your passport mailed back to you. IF THE RETURN LABEL IS NOT COMPLETED PROPERLY (FOR EXAMPLE IF THE CONSULATE APPEARS AS THE SENDER) IT WILL NOT BE ACCEPTED. Please also fill out the [authorization form](#) and remember to bring also a photocopy of the envelope.

We suggest that you **save your tracking number** to be able to track when your passport is mailed to you with your visa.

