# Italian Student Visa Packet: Consulate General of Italy in New York

## For Group Submission

Group submission allows a representative from Syracuse Abroad to collect the passports and application materials from our eligible students and submit them to the consulate for processing.

This consulate is for students whose zip codes falls under the jurisdiction of the Consulate General of Italy in New York. Your assignment is based on your home or school address.

## Before you begin:

- Ensure you have a passport valid for at least 6 months after your program ends.
- Ensure you have a <u>REALID</u> if you have any domestic air travel between October and the start of the Florence program as you will need to submit your passport to the consulate to process your visa and will not be able to use your passport for travel during this time.
- If you need your passport for travel anytime between October 8th and the start of the
  program, do not submit your visa application documents to our office for the group
  submission. You will need to apply for your visa independently. Contact us immediately
  for more information. Note that it is possible for independent visa processing to take up
  to 90 days so make sure to plan accordingly if you choose this option.
- Visa application due date: Wednesday October 8th, 2025
- Main contact:
  - Dylan Eldred, Florence Visa Coordinator 315-443-9428, syrflorence@syr.edu
- Students with European Union citizenship traveling with their EU passport do not need a
  visa. Please make sure your EU passport is valid for at least six months after the program
  end date.
- Full year students: If there is any chance that you may decide to stay a second semester with our program, you should get a visa to cover both semesters in advance. If you do

not, you will have to return to the US during the break and apply for a new visa for the second semester. Please contact us if you are planning on staying for two semesters.

## Rules for Submitting Your Italian Visa Application:

#### Make sure your passport is signed in PEN!

#### Respect the deadline!

All documents must be <u>postmarked or dropped off at our office</u> by the deadline. If you miss the deadline, we cannot guarantee you to be part of the group submission, and you may have to submit your application independently.

- Print all documents single-sided only.
- Do not use staples, paper clips, glue or tape on any portion of your application.
- All forms with handwritten sections must be legible and written in **black or blue ink.**
- All photos, photocopies and scans must be clear and easy to read.
- You may print and photocopy in black and white or color.
- You may use the forms in this packet or download them from your <u>OrangeAbroad</u>
   Portal.
- Make copies of all documents for your records and reference.
  - o Note: Especially keep a copy of the ID page of your passport.
- If mailing your visa materials to our office, mail applications through a courier service with tracking information (FedEx, UPS, USPS Priority). UPS is recommended.

**IMPORTANT:** Please do <u>not</u>, under any circumstance, contact the consulate regarding your visa application. As you are part of our group submission, the consulate requires that all contact regarding the group submission must come from Syracuse Abroad.

Mail or bring completed visa documents to:

Syracuse Abroad ATTN: Italy Visas

### 106 Walnut Place Syracuse, NY 13244

# Checklist of Required Visa Documents

These documents are mandatory, no exceptions will be made.

The following documents must be mailed or brought to Syracuse Abroad:

1. Official <b>SIGNED</b> passport (signed in pen)
2. One official passport photo (taken within the last six months), with your name written on back
3. Photocopy of your Driver's License
4. Italian Visa Application Form (with 3 signatures)
5. Bank Letter/Proof of financial means (see page 10 for details)
6. Enrollment Verification Letter from your home university's registrar's office (non-Syracuse students only)
7. Visa Fee: Money order made out to Consulate General of Italy in New York
8. Photocopy of your student ID card
9. Copy of round-trip flight itinerary
10. Complete Passport Return Address Questionnaire in <u>OrangeAbroad</u> <u>Portal</u>
11. Designation Form: permission for Syracuse Abroad to travel with your

## Remember to keep a copy of all documents for your records!

## 1. Your Official Passport

The consulate requires your official passport SIGNED in pen in order to place the visa inside as a permanent page. This visa confirms the official approval of your stay in your host country and is required for any student not of European Union citizenship.

\*\*If you do not have a passport or your passport will expire within six months of your program ending, apply for/ renew your passport immediately, using the expedited service!\*\*

Syracuse Abroad strongly recommends that you have your passport application expedited to ensure your new passport arrives in time to apply for your visa with the group. If you do not use the expedited service and your passport does not arrive until after the deadline, we cannot guarantee that you will be able to be part of the group submission.

Applications for passports and passport renewal can be found online at <u>Travel.State.Gov</u>.

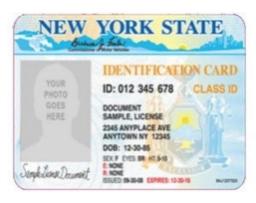
## 2. One Official Passport Photo



The consulate requires a separate photo to create your visa. The photo should reflect your current appearance and should be less than six months old. You may have official passport photos taken at the post office, drugstores, and other stores 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.

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

Your Driver's License or State ID confirms your home address. Please copy it onto a blank sheet of paper and ensure the copy is clear and legible. For those going to school in this jurisdiction but from a different state, a Driver's License or State ID from another state is acceptable.



## 4. Visa Application Form

To print a blank copy of the application form, please <u>click here</u> or log into your <u>OrangeAbroad Portal</u>. Please fill out each page exactly as it is filled out on the sample (pages 6-9 in this packet) with your appropriate information. There are **three** signatures required on this application and you must complete all for the application to be complete.

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

Number of Days for Spring 2026 (question 25)

Question 25: Program	Number of Days	
SU Florence Center, Studio Arts, Architecture, Engineering, Design		
Florence Center & Intensive Language Program at the University of		
Florence	<mark>107 days</mark>	
Signature Seminar	117 days	

Program Dates for Spring 2026 (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, Engineering, Design		
Florence Center & Intensive Language Program at the University of Arrive January 14,		
Florence	<mark>2026</mark>	
	Arrive January 14,	
Signature Seminar	<mark>2026</mark>	

Question 30: Program	Departure Date
SU Florence Center, Studio Arts, Architecture, Engineering, Design	
Florence Center & Intensive Language Program at the University of	Depart April 30, 2026
Florence	
Signature Seminar	Depart May 10, 2026





#### Consolato Generale d'Italia New York



1. Cognome /Surname (x)	***************************************	
LAST NAME (must match	Casado alcomoto	
	te/i) /Surname at birth (former family name(s)) (x)	Spazio riservato all'amministrazione
LEAVE BLANK		an anning azione
3. Nome/i / First names (given name(s)) (x)		1
FIRST and MIDDLE NAM	E (must match passport)	Data della domanda:
4. Data di nascita (giorno-mese-anno)	5. Luogo di nascita/Place of birth 7. Cittadinanza attuale/current nationality	Numero della domanda di
Date of birth (day/month/year	CITY and STATE of birth NATIONALITY (ex: USA, CHINESE)	visto:
DATE OF BIRTH- format:	Cittadinanza alla nascita, se diversa	
day/month/year (29/05/1991)	6. State di nascita /Country of birth COUNTRY of birth If you were born a different nationality	Domanda presentata presso:
8. Sesso /Sex:	9. Stato civile/.marital statusselect appropriate box	☐Ambasciata/Consolato
	select appropriate box	Centro comune
Maschile/.Male	□Non coniugato/a/.single □ Coniugato/a/Married	☐Fornitore di servizi ☐Intermediario
Femminile/.Female	Separato/a /Separated Divorziato/a /Divorced	commerciale
select appropriate box	□Vedovo/a /widow(er)	□Altro
	□Altro (precisare) /Other (please, specify):	
	e diverso da quello del richiedente) e cittadinanza del titolare della potestà	Nome:
	rname, first name, address (if different from the applicant's) and nationality of	
parental authority/legal guardian	LEAVE BLANK	Responsabile della pratica:
11. Numero d'identità nazionale, ove applica	bile // national identity number, where applicable. LEAVE BLANK	Nome di chi ha ricevuto la
12. Tipo di documento/type of passport:		pratica allo sportello:
12. Tipo di documento/cype di passpore.	SELECT "ORDINARY PASSPORT"	
X Passaporto ordinario /Ordinary passpo	rt Passaporto diplomatico/ Diplomatic passport	Documenti giustificativi:
Passaporto di servizio / Service passpor		
☐ Passaporto speciale / Special passport	□ Documento di viaggio □ Mezzi di sussistenza	
Documento di viaggio di altro tipo (preci	☐Invito	
13. Numero del documento di 14. Data di r	☐Mezzi di trasporto	
viaggio/Number of travel issue	Assicurazione sanitaria di	
PASSPORT NUMBER date	e issued date of expiration COUNTRY of issue (ex: USA, CHINA)	viaggio □Altro
17. Indirizzo del domicilio e indirizzo di p	oosta elettronica del richiedente Numero/i di telefono /Telephone	
Applicant's home address and e-mail addre	number(s)	Decisione relativa al visto:
Your PERMANENT ADDRES		- Rifiutato
motionality .	di cittadinanza attuale / Residence in a country other than the country of current	☐Rifiutato per
Select "NO" unless applicable	segnalazione SIS non	
Sì. Titolo di soggiorno o equivalente/ Ye	cancellabile. - □Pratica Sospesa	
19. Occupazione attuale / Current occupat	Rilasciato	
20. Datore di lavoro, indirizzo e numero di		
insegnamento/Employer and employer's add	Tipo di visto:	
List your HOM	⊔ <b>D</b>	
21. Scopo del viaggio /Main purpose(s) of the		□Valido:
21. Scopo dei viaggio / viani pui pose(s) oi the	Select "STUDY" only	dal
☐ Ricongiungimento Familiare/Familiare a	l Seguito / Family reunion visa	al
☐ Motivi Religiosi/ Religious reasons ☐ S	Numero di ingressi:	
Cure Mediche./ Medical reasons	□1	
Lavoro autonomo /self-employment		
isaroro autonomo /sen-employment	Di altro tipo / Other (please, specify)	☐ Multipli
(a) Alla annulla da La 2 la informació	uni vanna invarita como indicato nel documento di vigagio. Questione I thr	1.2

(x) Alle caselle da 1 a 3 le informazioni vanno inserite come indicate nel documento di viaggio. Questions 1 through 3 must be completed according to the information listed in the travel document.

1

	Eventuale Stato membro di primo ingresso/Member e of first entry (if applicable)		
	urata del soggiorno. Indicare il numero dei giorni (max.		
Uno/ Duo/ VMultipli/ 36596	A) / Duration of the Intended stay (maximum 365 days) EASE REFER TO DATES IN PACKET (ex: 106 days)		
26. Visti Schengen rijasciati negli ultimi tre anni / Schengen V	Isas Issued during the past three years		
XNo Select "NO" unless you have another Schengen Visa	a in your passport		
Sì. Data/e di validità / Yes, date of validity from	to		
27. Impronte digitali rilevate in precedenza al fini della pres	entazione di una domanda di visto Schengen/		
Fingerprints collected previously for the purpose of applying	g for a Schengen Visa,		
XNo. □ Si/. Yes Data, se nota/ Date If known			
28. Numero del Nullaosta rilasciato al fini del Ricongiungim (solo ove richiesto dalla normativa disciplinante il tipo di vist "Nulla Osta?" ref. n			
the law regarding the specific type of visa requested)			
Rilasciato dal SUI di/Issued by the "Sportello Unico per l'In	nmigrazione" of (specify the city)		
Valida dal/_Valid from	ayto		
29. Data di arrivo prevista nell'area Schengen	30. Data di partenza prevista dall'area Schengen (solo		
Intended date of arrival in the Schengen area	per I visti aventi durata compresa tra 191 ed 1364gg.)		
REFER TO DATES IN PACKET- MUST MATCH	Intended date of departure from the Schengen Area (only for visa of 91 days and up to 364 days)		
FLIGHT ITINERARY (day/ month/ year)			
21 6	REFER TO DATES IN PACKET- MUST MATCH FLIGHT ITINERARY		
<ol> <li>Cognome e nome della persona che ha richiesto il ricongli visto per Adozione, Motivi religiosi, Cure Mediche, Sport, Str</li> </ol>			
and name of the person in Italy who applied for "family rand			
	BLANK		
For Adoption, Religious reasons, Medical reasons, Sport, Stu	dy, Mission, piease give the address in Italy:		
Indirizzo e indirizzo di posta elettronica della o delle persone	Telefono e fax della o delle persone che chiedono il		
che chiedono il ricongiungimento o dei datore di lavoro	riconglungimento o del datore di lavoro/Telephone or		
Address and email address of the person(s) who applied for	fax number of the person(s) who applied for		
Family reunion or of the employer	Family reunion or of the employer		
LEAVE BLANK	LEAVE BLANK		
32. Nome e indirizzo dell'impresa/organizzazione che invita	Telefono e fax dell'impresa/organizzazione		
//Name and address of host company/organization	. Telephone and fax of the Company/organization		
SYRACUSE UNIVERSITY IN FLORENCE PIAZZA SAVONAROLA, 15	(39) 055-5031-31 PHONE		
FLORENCE I-50132	(39) 055-5000-31 FAX		
Cognome, nome, indirizzo, telefono, fax e indirizzo di posta ei organizzazione / Surname, first name, address, telephone, fax a			
Company/organisation SASHA PERUGINI- DIRECTOR SU			
PIAZZA SAVONAROLA, 15, FLOREN			
33. Le spese di viaggio e di soggiorno del richiedenie sono a ca	arico/ Cost of travelling and living during the		
applicant's stay is covered by: Check the following boxes ind	licated and write in the following:		
X del richiedente/Myself	del promotore(ospite, impresa, organizzazione), precisare/a sponsor(host,company,organisation),piease		
Mezzi di sussistenza/means of support	specify SYRACUSE UNIVERSITY di cui alle caselle 31 o 32 / referred to in question n. 31 or 32		
Contant/cash			
Traveller's cheque  X Carle di credito/credit card	□altro(precisareOther (please, specify)		
☐ Alloggio prepagato / prepaid accomodation			
X Trasporto prepagato/prepaid transport	Mezzi di sussistenza/Menas of support		
Altro (precisare/Other)			
INDICAZIONE NON NECESSARIA NEL CASO DI VISTO PER:	Contant/cash X Alloggio fornito / Accomodation provided		
Ricongiungimento Familiare, Familiare al Seguito, Lavoro	Tutte le spese coperte durante il soggiorno/ All expenses covered during the stay		
Subordinato/Autonomo, Missione, Diplomatico, Adozione.	Trasporto prepagato/prepaid transport		
INFORMATION NOT NECESSARY IF APPLYING FOR THE FOLLOWING TYPES OF VISAS:	Altro (precisare)/ Other (please specify)		
Family reunion/Subordinate work/self-			
employment/Mission/Diplomatic/Adoption	1		

34. Dati anagrafici del familiare che è cittadino I	JE, SEE o CH / Personal	l data of the fami	ly member who i s an EU, EEA	
or CH citizen ONLY IF APPLICABLE, fill in this section (34 and 35)				
Cognome /Surname		None Col Especia	(2)	
Cognome/Surname		Nome/i / First name(s)		
D. I. I. I. I. I. I. I.	Licens 11 c at	200		
Data di nascita / Date of birth	Cittadinanza /natio	nality	Numero del documento di viaggio o della carta	
			d'identità	
			Number of travel document	
			or ID card	
35 Vincele familiare can un cittadine UE SEE e	CH / Family relationshi	in with an FII F	FA or CH citizen	
35. Vincolo familiare con un cittadino UE, SEE o CH / Family relationship with an EU, EEA or CH citizen   coniuge/spouse   figlio/a /son/daughter				
altri discendenti diretti/ other descendants ascendente a carico / dependent ascendant				
36. Luogo e data / Place and date			r i minori, firma del titolare genitoriale/tutore legale)/	
			minors, signature of parental	
		authority/legal		
CITY CTATE DATE of	ina atuus	OTUDE	NIT CLONIATURE	
CITY, STATE, DATE of s	signature	STUDE	NT SIGNATURE	
			ti di	

Sono a conoscenza del fatto che il rifiuto del visto non dà luogo al rimborso dei diritti pagati per la trattazione della pratica

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

STUDENT SIGNATURE

Sono informato/a del fatto e accetto che la raccolta dei dati richiesti in questo modulo, la mia fotografia e, se del caso, la rilevazione delle mie impronte digitali sono obbligatorie per l'esame della domanda di visto e che i miei dati anagrafici figuranti nel presente modulo di domanda di visto, così come le mie impronte digitali e la mia fotografia, saranno comunicati alle competenti autorità italiane e trattati dalle stesse ai fini dell'adozione di una decisione in merito alla mia domanda.

Tali dati, così come i dati riguardanti la decisione relativa alla mia domanda o un'eventuale decisione di annullamento o revoca di un visto rilasciato, saranno inseriti e conservati nel sistema informatico della Rappresentanza diplomatico consolare e del Ministero degli Affari Esteri. Tali dati saranno accessibili alle autorità nazionali competenti per i visti. Inoltre, saranno accessibili alle autorità Schengen competenti ai fini dei controlli sui visti alle frontiere esterne, alle autorità degli Stati membri competenti in materia di immigrazione e di asilo (ai fini della verifica dell'adempimento delle condizioni di ingresso, soggiorno e residenza regolari nel territorio degli Stati membri e dell'identificazione delle persone che non soddisfano, o non soddisfano più, queste condizioni), alle autorità degli Stati membri competenti ai fini dell'esame di una domanda di asilo. A determinate condizioni, i dati saranno anche accessibili alle autorità designate degli Stati membri e a Europol ai fini della prevenzione, dell'individuazione e dell'investigazione di reati di terrorismo e altri reati gravi.

Sono informato/a del mio diritto di ottenere la notifica dei dati relativi alla mia persona registrati nel sistema informatico e del diritto di chiedere che i dati inesatti relativi alla mia persona vengano rettificati e che quelli relativi alla mia persona trattati illecitamente vengano cancellati. Su mia richiesta espressa, l'autorità che esamina la domanda mi informerà su come esercitare il mio diritto a verificare i miei dati anagrafici e a rettificarli o sopprimerli, così come delle vie di ricorso previste a tale riguardo dalla legislazione nazionale.

L'autorità di controllo nazionale dei dati è il Garante per la Protezione dei Dati Personali.

Dichiaro che tutti i dati da me forniti sono completi ed esatti. Sono consapevole che le dichiarazioni false comporteranno il respingimento della mia domanda o l'annullamento del visto già concesso e comporteranno la richiesta di avvio di azioni giudiziarie da parte della Rappresentanza ai sensi della legislazione dello Stato (articolo 331 c.p.p.).

La mera concessione del visto non dà diritto ad alcun tipo di risarcimento qualora io non soddisfi le condizioni previste dall'articolo 5, paragrafo 1 del Regolamento (UE) n. 562/2006 (Codice Frontiere Schengen) e dell'articolo 4 del D.Lgs. 286/98 e per tali motivi mi venga rifiutato l'ingresso.

I am aware of and consent to the following: the collection of the data required by this application form, submision of my photograph and, if applicable, the taking of fingerprints are mandatory for the examination of the visa application; and any 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 these Authorities for the purposes of a decision on my visa application.

Such data as well as data concerning the decision regarding my application or a decision whether to annul or revoke a visa issued will be entered into and stored in the Visa Information System of the diplomatic/consular mission and the Ministry of Foreign Affairs. Such data will be accessible to the National Visa Authorities. Moreover, 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 in the Member States (for the purposes of verifying whether the conditions for the legal entry into, stay and residence in the territory of the Member States are fulfilled and of identifying persons who do not or who no longer fulfill these conditions) to the Member States authorities competent for examining 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 of other serious criminal offences.

3

I am aware that I have the right to obtain the notification of the data relating to me recorded in the Visa Information System and to request that the data relating to me which is inaccurate be corrected and that the data relating to me unlawfully processed be deleted. At my express request, the authority examining my application will inform me of the manner in which I may exercise my right to check the personal data concerning me and have it corrected or deleted, including the related appeal procedures according to the National Law. The competent authority in charge for personal data is "Garante per la protezione dei dati personali".

I declare that to the best of my knowledge all the information supplied by me is correct and complete. I am aware that any 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 National Law, with proceedings initiated by the Embassy/Consulate of Italy which deals with the application (Article 331 Penal Code).

The mere fact that a visa has been granted to me does not mean that I will be entitled to compensation if I fail to comply with the relevant provisions of Article 5(1) of Regulation (EC) No 562/2006 (Schengen Borders Code) and Article 4 of the Decree no. 286/98 and I am therefore refused entry.

ANNOTAZIONI/NOTES (riservato all'Ufficio/ for office use only)			
THE THE CONTROL OF TH	ciol for office use only)		
Torres and the Apple of the App	Tt (		
Luogo e data / Place and date	Firma (per i minori, firma del titolare della potestà genitoriale/		
	tutore legale) /Signature (for minors, signature of parental		
	authority/legal guardian)		
CITY, STATE, DATE of signature	CTUDENT CICNATUDE		
OTT, OTATE, DATE OF SIGNATURE	STUDENT SIGNATURE		

## 5. Bank Letter/ Proof of Financial Means

The Consulate requires proof that you have financial means to reside in Florence by presenting the consulate with an original, signed bank letter from a **U.S. bank or financial institution**. Syracuse Abroad cannot waive or alter this requirement. All students must provide documentation of their funding that is readily accessible in a checking or savings account. **The bank letter should be in the student's name only (no parent or joint bank accounts will be accepted).** See the requirements below and sample bank letter on the following page.

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

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

- Center semester students: approximately \$5,500
- Academic year students: approximately \$10,000

\*\*NOTE: Some programs vary in length. Please use the chart on page 5 to determine the length of your program and multiply the number of days by \$50.

The format of the letter is basic, but should convey the following:

- YOU (the student) are the only account holder
- Amount must total \$50 per day abroad (see amounts above)
- The specified funds are present in your account at the time the letter is generated

#### Guidelines for the bank letter:

- Letter(s) must reference U.S. checking or savings accounts only.
- Letter(s) must be original and look as official as possible:
  - Copies, scans, and faxes are not accepted.
  - Letter(s) should be on the bank's original letterhead and have a signature of a representative if possible.
    - 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.
- Letter(s) must be dated as close to the visa deadline as possible.
- You may combine accounts from different institutions to reach your required amount.





Example of a

**Bank Letter** 

123 Main Street Syracuse, NY 13210



September 20, 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

## 6. Enrollment Verification Letter from Home University

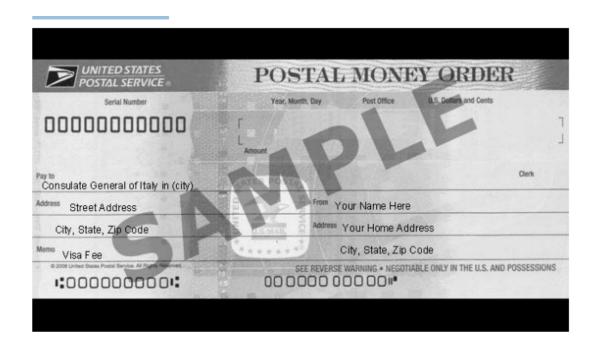
For non-SU students only. Obtain this letter from your school's registrar's office; it should confirm that you are enrolled full time at your home university and should contain your anticipated graduation date. Letters from National Student Clearinghouse will not be accepted.

Provide the original letter, preferably with a stamp or signature. Copies will not be accepted. If your school would rather send your letter directly to Syracuse Abroad, please contact our team.

\*If you are an SU student, you do not need to do anything for #6 on the checklist. We will be obtaining this letter on your behalf.

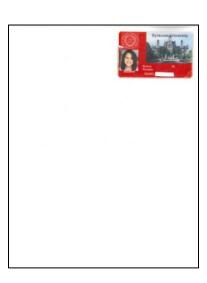
## 7. Visa Fee: By Money Order

The Italian consulate charges a fee for a long stay student visa. Please submit a money order made out to the Consulate General of Italy in New York for the exact fee amount (fees change quarterly based on exchange rate; new fee info will be available after October 1. You will receive an email after October 1 with details). Money orders can be purchased at your local post office (preferred) or at some drugstores.



## 8. Photocopy of Your University ID

Your University ID card provides proof that you are a full-time student at an accredited university. Photocopy your University ID card onto a blank sheet of paper. See example to the right.

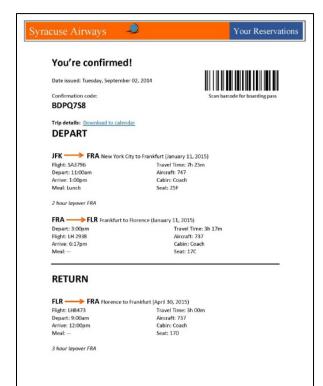


## 9. Confirmed Round-Trip Flight Itinerary

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 in late September. Please ensure that you purchase your flight before the visa deadline.

You are responsible for researching whether you need a visa for any independent travel before, during or after the program.



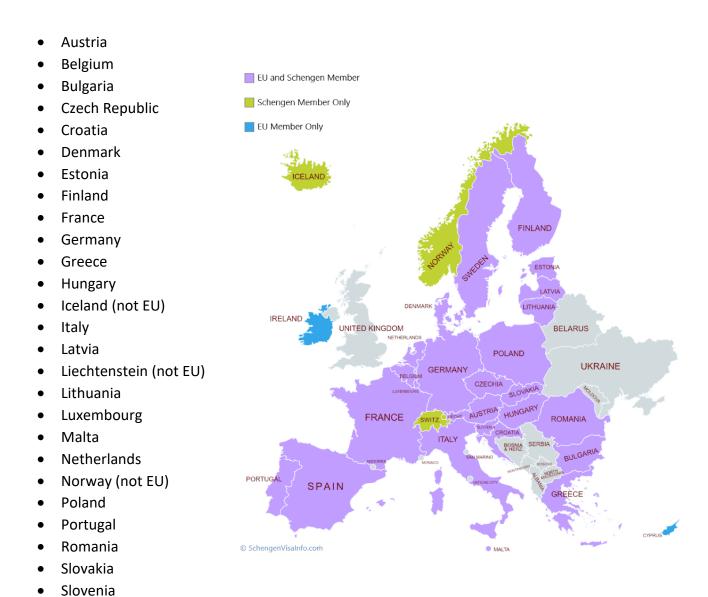


## What is the Schengen Area?

Spain Sweden

Switzerland (not EU)

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.



# Complete Passport Return Address Questionnaire in OrangeAbroad Portal

Your passport will be mailed directly from our office back to you after the visa has been secured (the visa is attached to a page within your passport). You are required to provide Syracuse Abroad with the address where you would like your passport to be mailed back to. For most students this will be your permanent home address. If visas happen to be ready while students are still on campus, Syracuse students will have the option to pick up their passport at our office.

You will need to complete the Passport Return Address questionnaire in your <u>OrangeAbroad</u> <u>Portal</u> by the visa submission deadline (October 8th, 2025) to inform us of the address that you would like your passport mailed to. Please be sure to accurately include all details of your address to ensure that your passport is mailed back to the correct location. We will then create a UPS label and provide you with the tracking number once your passport has been placed in the mail.

## 11. Designation Form

Please print and sign this page and include it with your visa application documents. This form explains that you grant us permission to submit your visa application on your behalf and obtain your passport with the visa from the Consulate. This is for Syracuse Abroad internal use only and will not be submitted to the Consulate.



## Designation of Syracuse University Abroad as Representative for Visa Application Process

	acuse University Abroad to submit your student visa application to the etrieve your passport with visa from the Consulate, you must complete on.
l,	, hereby authorize Syracuse University Abroad staff as
	niversity Abroad to submit the necessary student visa application forms
	Consulate on my behalf. I also authorize the representatives to receive merials, including my passport, on my behalf.
Signature of student	
Call phone or other contact inf	