

Italian Student Visa Instructions: Applying Independently through Italian Embassy in Washington DC

Italian Embassy in Washington DC

3000 Whitehaven Street, NW

Washington, DC 20008

Tel.: (202) 612-4400

E-mail: washington.ambasciata@esteri.it

Jurisdiction: District of Columbia, Maryland (only Montgomery and Prince George's counties), Virginia (only Arlington and Fairfax counties and the Cities of Alexandria, Falls Church, and Fairfax).

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 your passport is valid for at least six months after your program ends.
- Ensure you have a [REAL ID](#) 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.

Make an appointment at the Italian embassy in Washington DC immediately. This should be for a "Nationals" visa (National Visa Application) – you will select "study" as reason for visit. 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, September 8th** 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 embassy asking you to confirm your appointment. It is imperative that you do this immediately. Failure to confirm your appointment will result in the embassy cancelling it (3 business days before) and it will be released back into the system. You will not be able to enter the embassy 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 embassy in person. You cannot send anyone else to the appointment on your behalf. Visa applications cannot be mailed to the embassy.
- 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.
- **Note:** Students applying through the Italian embassy in DC must return to pick up their passport with their visa when the embassy has processed their visa. Applicants can retrieve passports only at the embassy during the normal business hours. Passports may be retrieved by a third party with legal authority to do so but cannot be returned by mail.

First, complete the Independent Visa Plan (Italy) questionnaire in your [OrangeAbroad Portal](#) to provide us with information regarding which consulate/embassy 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 **Wednesday, October 1st.**

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 at the consulate/embassy for no later than **Wednesday, November 26th.** Any later and you risk not receiving your passport/student visa back in time for the start of the program. The deadline to schedule your visa appointment at the consulate/embassy and complete the Scheduled Visa Appointment questionnaire is **Monday, November 10th.**

You are required to have a visa advising meeting with the Florence Visa Coordinator to review your visa documents prior to your visa appointment at the consulate/embassy. You can schedule this meeting using the link below. Please schedule your advising appointment once you have all your visa materials gathered before your visa appointment at the

consulate/embassy. We ask that you schedule your advising appointment for **at least two weeks** before your visa appointment to make sure you have time to correct any mistakes.

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 visa advising appointment over Zoom before your visa appointment at the consulate/embassy.

Once you have received your passport back from the consulate/embassy 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 as you receive your passport back with your visa, but no later than **Friday, January 2nd**.

Signature Seminar: If you are at all interested in our optional [post-semester Signature Seminar](#) please plan to obtain your visa for the correct number of days. The Signature Seminar ends on Sunday, May 10th while our regular program ends on Friday, April 30th. More information about how to sign up for the Signature Seminar will be shared with you soon.

WAIVER NOTICE

By applying independently for your visa, you accept full responsibility for the application process. **Syracuse Abroad cannot work with the Italian Consulates/Embassy on behalf of independent visa applicants.** If you experience difficulty or errors with your visa, you must work directly with the Italian Consulate/Embassy 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/embassy- **Monday, September 8**
- ✓ Complete “Independent Visa Plan (Italy)” questionnaire in your OrangeAbroad Portal- by **Wednesday, October 1**
- ✓ Schedule your visa advising appointment
- ✓ Deadline to gather your visa materials and meet with a Syracuse Abroad advisor for visa material review- **Two weeks before embassy appointment**
- ✓ Deadline to book an appointment with the consulate/embassy and complete “Scheduled Visa Appointment (Italy)” Questionnaire in your OrangeAbroad Portal- **Monday, November 10**
- ✓ Deadline to have your visa appointment at the consulate/embassy- **Wednesday, November 26**
- ✓ 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, January 2**

Checklist of Required Visa Documents

These documents are mandatory, no exceptions can be made.

PRINT DOCUMENTS SINGLE-SIDED.

- ☐ **1. National Visa Application (D)** properly and clearly filled out
- ☐ **2. Valid passport** plus 1 photocopy of the page with photograph and expiration date. The passport or travel document must be valid at least six months after the visa expiration date. Please make sure the passport is no older than 10 years and has at least two blank pages to affix the visa.

NON-USA citizens: Original plus 1 photocopy of **Permanent Residence Card** OR other US immigration document allowing re-entry into the United States (e.g., valid long-term US visa, Advanced Parole, etc.). The US Residence permit or visa should be valid at least three months beyond the intended departure from the Schengen territory. International students must submit original and copy of F-1 Visa and valid re-entry ("travel") signature on I-20. Please provide a copy of the old passport if the US Visa is affixed there.

- ☐ **3. Passport size photo** with white background (1.2"x1.5" or 3x4 cm) (NOTE: scanned or photocopied photos will NOT be accepted).
- ☐ **4. Original and copy of Driver's License or State ID** as proof of residence. If you recently moved and have not updated your ID, you must submit another proof of the current address (e.g., utility bills, bank statements, etc.) Full-time students of universities in the DC area may use **original and copy of Student ID** instead.
- ☐ **5. Enrollment Letter** in Italian filled out from the **University in Italy** (not simply filled out by the American Institution but on their own letterhead) addressed to the Visa Office of the Italian Embassy of Washington DC, confirming the enrollment of the student, **program dates, duration**, weekly hours of attendance (minimum 20 hours a week) and specifying the address of the student's accommodation. **SYRACUSE ABROAD WILL PROVIDE THIS LETTER TO YOU FOR YOUR APPLICATION**

- ☐ **6. Enrollment Letter** from the **University in United States**, addressed to the Visa Office of the Italian Embassy in Washington DC, specifying that the student is officially enrolled with said University and confirming his/her enrollment in the University Study Abroad Program in Italy. The letter should also indicate the address of the University in Italy, **program dates, and duration of the program.** **SYRACUSE ABROAD WILL PROVIDE THIS LETTER TO YOU FOR YOUR APPLICATION**

- ☐ **7. Proof of international health coverage for the entire duration of the program.** **SYRACUSE ABROAD WILL PROVIDE THIS LETTER TO YOU FOR YOUR APPLICATION**

- ☐ **8. Original and copy of Enrollment Verification letter** from USA academic institution addressed to the Embassy of Italy, indicating the student's current status (full-time in good standing) and expected date of graduation. **Syracuse University students- this letter will be provided to you by Syracuse Abroad.**

- ☐ **9. Proof of suitable accommodation** for the entire duration of your stay in Italy, consisting of confirmation of lodging provided by the Italian University or other host. **SYRACUSE ABROAD WILL PROVIDE THIS LETTER TO YOU FOR YOUR APPLICATION**

- ☐ **10. Proof of financial means** (approx. \$1000/month). Applicants must submit the last three bank statements from a US banking institution.
 - Students who receive financial aid must present an official letter from their university stating amount of aid and time of disbursement.
 - Dependents must submit relevant documentation of the parent sponsoring the trip with an **Affidavit of Support**— which **must be notarized** and presented together with a copy of the dependent's birth certificate, copy of the sponsor's passport (or other valid ID) and copy of the sponsor's most recent bank statement.

- ☐ **11. Money Order** (type D Study) duly filled out and made to: Embassy of Italy in Washington DC. Please see the embassy's **website** for current fees and keep in mind that they change quarterly (January 1, April 1, July 1, and October 1).

- ☐ **12. Round trip flight** from the U.S to the Italy and departure from Schengen area.

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 24 and 25 of your visa application.

Number of Days for Spring 2026 (question 24)

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

Program Dates for Spring 2026 (questions 25)

If your arrival/departure dates differ from the program dates, please answer question 25 based on flight itinerary.

Question 25: Program	Arrival Date
SU Florence Center, Studio Arts, Architecture, Wake Forest Business programs, Florence Center & University of Florence (Courses Taught in English)	Arrive January 14, 2026
Signature Seminar	Arrive January 14, 2026



**Ambasciata d'Italia
Washington**
National Visa Application (D)
Domanda di visto nazionale (D)

This application form is free
Modulo gratuito

PHOTO
Fotografia

COMPLETE THIS FORM IN ALL ITS PARTS. FAILING TO DO SO MAY RESULT IN LONGER PROCESSING TIMES
SI PREGA DI COMPILARE IL PRESENTE FORMULARIO IN TUTTE LE SUE PARTI.
UNA COMPILAZIONE INCOMPLETA POTREBBE COMPORTARE UN ALLUNGAMENTO NEI TEMPI DI TRATTAZIONE.

1. Surname (Family name) (*) <i>Cognome</i> LAST NAME (must match passport)				Spazio riservato all'Amministrazione <i>For Office use only</i> Data di presentazione della domanda: Numero della domanda: Domanda presentata presso: <input type="checkbox"/> Ambasciata/Consolato <input type="checkbox"/> Fornitore dei servizi <input type="checkbox"/> Altro (precisare): Responsabile della pratica: Nome di chi ha ricevuto la pratica allo sportello: Documenti giustificativi: <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: Decisione relativa al visto: <input type="checkbox"/> Rifiutato <input type="checkbox"/> Rilasciato Tipo di visto: Valido: dal/...../..... al/...../..... Numero di ingressi: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> Multipli Numero di giorni:
2. Surname at birth (Former family name/s) (*) <i>Cognome alla nascita (Cognome/i precedente/i)</i> LEAVE BLANK				
3. First name/s (Given name/s) (*) <i>Nome/i</i> FIRST and MIDDLE NAME (must match passport)				
4. Date of birth (dd/mm/yy) <i>Data di nascita (gg/mm/aa)</i> DATE OF BIRTH- format: day/month/year (29/05/1991)	5. Place of birth / Luogo di nascita CITY and STATE of birth	7. Current nationality / Cittadinanza attuale NATIONALITY (ex: USA, CHINESE) Nationality at birth, if different <i>Cittadinanza alla nascita, se diversa</i> if you were born a different nationality		
8. Gender <i>Sesso</i> <input type="checkbox"/> Male <input type="checkbox"/> Female <i>Maschile Femminile</i> select appropriate box	9. Marital Status / Stato civile select appropriate box <input type="checkbox"/> Single / Non coniugato/a <input type="checkbox"/> Married / Coniugato/a <input type="checkbox"/> Separated / Separato/a <input type="checkbox"/> Divorced / Divorziato/a <input type="checkbox"/> Widow(er) / Vedovo/a <input type="checkbox"/> Other (pls. specify) <i>Altro (precisare)</i>			
10. In case of minors: surname, first name, address (if different from applicant's) and nationality of the holder of parental responsibility/legal guardian / <i>Per i minori: cognome, nome, indirizzo (se diverso da quello del richiedente) e cittadinanza del titolare della potestà genitoriale/tutore legale</i> LEAVE BLANK				
11. Type of travel document / Tipo di documento <input checked="" type="checkbox"/> Ordinary Passport / Passaporto ordinario <input type="checkbox"/> Diplomatic Passport / Passaporto diplomatico <input type="checkbox"/> Service Passport / Passaporto di servizio <input type="checkbox"/> Official Passport / Passaporto ufficiale <input type="checkbox"/> Special Passport / Passaporto speciale <input type="checkbox"/> Other travel document (pls. specify) <i>Documento di viaggio di altro tipo (precisare)</i>				
12. Number of travel document <i>Numero documento di viaggio</i> PASSPORT NUMBER	13. Date of issue <i>Data di rilascio</i> date issued	14. Valid until / Valido fino a date of expiration	15. Rilasciato da / Issued by COUNTRY of issue (ex: USA, CHINA)	
16. Applicant's home address and e-mail address / <i>Indirizzo del domicilio e di posta elettronica del richiedente</i> Your PERMANENT ADDRESS and EMAIL ADDRESS		Telephone number/s <i>Numero/i di telefono</i> cell phone and home phone numbers		
17. Residence in a country other than the country of current nationality / Residenza in un Paese diverso dal Paese di cittadinanza attuale <input checked="" type="checkbox"/> No Select "NO" unless applicable <input type="checkbox"/> Yes. Residence permit or equivalent / <i>Si. Titolo di soggiorno di soggiorno o equivalente</i> n. / n. Valid until / Valido fino al				
18. Current occupation / Occupazione attuale STUDENT				
19. Employer and employer's address and telephone number. For students, name and address of educational institute <i>Datore di lavoro, indirizzo e telefono. Per gli studenti, nome e indirizzo dell'istituto di insegnamento.</i> List your HOME UNIVERSITY name and its ADDRESS				
20. Main purpose/s of the journey / Scopo/i principale/i del viaggio <input type="checkbox"/> Family reunification/following family member / <i>Ricongiungimento familiare/Familiare al seguito</i> <input type="checkbox"/> Religious reasons / <i>Motivi religiosi</i> <input type="checkbox"/> Sport / <i>Sport</i> <input type="checkbox"/> Mission / <i>Missione</i> <input type="checkbox"/> Diplomatic / <i>Diplomatico</i> <input type="checkbox"/> Medical reasons / <i>Cure mediche</i> <input checked="" type="checkbox"/> Study / <i>Studio</i> <input type="checkbox"/> Adoption / <i>Adozione</i> <input type="checkbox"/> Salaried employment / <i>Lavoro subordinato</i> <input type="checkbox"/> Self-employment / <i>Lavoro autonomo</i> Select "STUDY" only <input type="checkbox"/> Other (pls. specify) / <i>Di altro tipo (precisare)</i>				

21. Your destination in Italy / Destinazione in Italia FLORENCE, ITALY		22. Schengen State of first entry (if applicable) Eventuale Stato Schengen di primo ingresso First Country in Europe you land in	OSSERVAZIONI E ANNOTAZIONI
23. Number of entries requested / Numero di ingressi richiesti <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input checked="" type="checkbox"/> Multiple entries / Multipli ingressi		24. Number of days of intended stay (max. 365) Indicare i giorni di soggiorno previsti (massimo 365) PLEASE REFER TO DATES IN PACKET (ex: 106 days)	
25. Intended date of arrival in Schengen area Data di arrivo prevista nell'area Schengen REFER TO DATES IN PACKET- MUST MATCH FLIGHT ITINERARY (day/ month/ year)			
26. Surname and name of the person in Italy who applied for Family Reunification, or surname and name of the Employer in Italy. Cognome e nome della persona che ha richiesto il Ricongiungimento Familiare o del Datore di lavoro LEAVE BLANK For Adoption, Religious Reasons, Medical Reasons, Sport, Study, Mission, please specify the address in Italy Nel caso di visto per Adozione, Motivi Religiosi, Cure Mediche, Sport, Studio, Missione, indicare l'indirizzo di recapito in Italia			
Address and e-mail of the person(s) who applied for Family Reunification or the Employer / Indirizzo e indirizzo di posta elettronica della/e persona/e che chiedono il Ricongiungimento Familiare o del Datore di Lavoro LEAVE BLANK		Telephone and fax number of the person(s) who applied for Family Reunification or the Employer / Numero di Telefono e di fax della/e persona/e che chiedono il Ricongiungimento Familiare o del Datore di Lavoro LEAVE BLANK	
27. Name and address of host Company/Organization Nome e indirizzo dell'impresa/organizzazione che invita SYRACUSE UNIVERSITY IN FLORENCE PIAZZA SAVONAROLA, 15 FLORENCE I-50132		Telephone and fax number of the Company /Organization / Telefono e fax dell'impresa/organizzazione (39) 055-5031-31 PHONE (39) 055-5000-31 FAX	
Surname, first name, address, telephone, fax and email address of contact person in Company/Organization Cognome, nome, indirizzo, telefono, fax e indirizzo di posta elettronica della persona di contatto presso l'impresa/organizzazione SASHA PERUGINI- DIRECTOR SU FLORENCE PERUGINI@SYR.EDU PIAZZA SAVONAROLA, 15, FLORENCE I-50132			
28. Cost of traveling and living during the applicant's stay is covered by / Le spese di viaggio e soggiorno del richiedente sono a carico <input checked="" type="checkbox"/> the applicant / del richiedente Means of support / Mezzi di sussistenza <input type="checkbox"/> Cash / Contanti <input type="checkbox"/> Traveller's Cheques <input checked="" type="checkbox"/> Credit Cards / Carte di credito <input type="checkbox"/> Prepaid accomodation / Alloggio prepagato <input checked="" type="checkbox"/> Prepaid transport / Trasporto prepagato <input type="checkbox"/> Other (pls. specify) / Altro (precisare) THIS INFORMATION IS NOT NECESSARY FOR THE FOLLOWING TYPES OF VISA: Family Reunification, Following Family Member, Salaried Employment, Self Employment, Mission, Diplomatic, Adoption INDICAZIONE NON NECESSARIA NEL CASO DI VISTO PER: Ricongiungimento Familiare, Familiare al Seguito, Lavoro Subordinato, Lavoro Autonomo, Missione, Diplomatico, Adozione <input checked="" type="checkbox"/> a sponsor (host, company, organization), please specify del promotore (ospite, impresa, organizzazione, precisare) SYRACUSE UNIVERSITY referred to in box n. 26 or 27 / di cui alle caselle 26 o 27 <input type="checkbox"/> Other (pls. specify) / Altro (precisare) Means of support / Mezzi di sussistenza <input type="checkbox"/> Cash / Contanti <input checked="" type="checkbox"/> Provided accomodation / Alloggio prepagato <input type="checkbox"/> All expenses covered during the stay / Tutte le spese coperte durante il soggiorno <input type="checkbox"/> Prepaid transport / Trasporto prepagato <input type="checkbox"/> Other (pls. specify) / Altro (precisare)			
29. Personal data of the family member who is an EU, EEA or CH citizen / Dati anagrafici del familiare che è cittadino UE, SEE o CH Surname / Cognome ONLY IF APPLICABLE, fill in this section (39 and 30) First Name/s / Nome/i			
Date of birth / Data di nascita	Nationality / Cittadinanza	Number of travel document or ID card Numero del documento di viaggio o della carta d'identità	
30. Family relation with an EU, EEA or CH citizen / Vincolo familiare con un cittadino UE, SEE o CH <input type="checkbox"/> Spouse / Coniuge <input type="checkbox"/> Son/Daughter / Figlio/a <input type="checkbox"/> Other descendant / Altri discendenti diretti <input type="checkbox"/> Dependent ascendant / Ascendente a carico <input type="checkbox"/> Other (pls. specify) / Altro (precisare)			
31. Place and date / Luogo e data CITY, STATE, DATE of signature		32. Signature (for minors, signature of parental authority/legal guardian) Firma (per i minori, firma del titolare della potestà genitoriale/tutore legale) STUDENT SIGNATURE	
I am aware of the fact that the refusal of a visa does not give rise to the reimbursement of fees paid Sono a conoscenza del fatto che il rifiuto del visto non dà luogo al rimborso dei diritti pagati per la trattazione della pratica			STUDENT SIGNATURE

INFORMATION ON THE PROCESSING OF PERSONAL DATA / INFORMATIVA SUL TRATTAMENTO DEI DATI PERSONALI

The collection of data required in this form, your photograph and, if applicable, the detection of your fingerprints, are mandatory for the examination of the visa application and your personal details which appear on this visa application form, as well as your fingerprints and your photograph will be supplied to the competent Italian authorities and processed by those authorities, for the adoption of a decision on your application.

La raccolta dei dati richiesti in questo modulo, la sua fotografia e, se del caso, la rilevazione delle sue impronte digitali sono obbligatorie per l'esame della domanda di visto e i suoi dati anagrafici che figurano nel presente modulo di domanda di visto, così come le sue impronte digitali e la sua fotografia, saranno comunicati alle autorità competenti italiane trattati dalle stesse, ai fini dell'adozione di una decisione in merito alla sua domanda.

Such data as well as data concerning the decision on this application, or any decision to annul or revoke a visa issued will be entered and stored in the computer system of the diplomatic-consular mission and the Ministry of Foreign Affairs and International Cooperation. These data will be accessible to the competent national authorities for visas. In addition, they will be accessible to the competent authorities for the purposes of Schengen visa checks at external borders, to the authorities of Member States responsible for immigration and asylum (for the purpose of verifying whether the conditions for entry, stay and regular residence in the territory Member States and the identification of persons who do not, or no longer fulfill these conditions), to the authorities of Member States responsible for the purposes of examining an asylum application. Under certain conditions the data will be also available to designated authorities of Member States and to Europol for the purposes of prevention, detection and investigation of terrorist offenses and other serious crimes.

Tali dati, così come i dati riguardanti la decisione relativa a questa 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 e della Cooperazione Internazionale. 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.

The Ministry of Foreign Affairs and International Cooperation (Piazzale della Farnesina 1, 00135 Roma, www.esteri.it, dgitt6@esteri.it) is the Italian authority responsible (controller) for data processing.

Il Ministero degli Affari Esteri e della Cooperazione Internazionale (Piazzale della Farnesina 1, 00135 Roma, www.esteri.it) è l'autorità italiana responsabile (titolare) del trattamento dei dati.

You have the right to obtain notification of the data relating to you registered in the informatic system and request that inaccurate data relating to you be corrected and that data relating to you that is processed unlawfully be deleted. For information on the exercise of your right to check your personal details and to have them corrected or deleted, including ways of appeal provided in this regard by the national legislation of the State concerned, see www.esteri.it and <http://vistoperitalia.esteri.it>

Lei ha il diritto di ottenere la notifica dei dati relativi alla sua persona registrati nel sistema informatico e di chiedere che i dati inesatti relativi alla sua persona vengano rettificati e che quelli relativi alla sua persona trattati illecitamente vengano cancellati. Per informazioni sull'esercizio del suo diritto a verificare i suoi dati anagrafici e a rettificarli o sopprimerli, così come sulle vie di ricorso previste a tale riguardo dalla legislazione nazionale dello Stato interessato, vedi www.esteri.it e <http://vistoperitalia.esteri.it>

Further information will be provided upon request by the authority examining your application. The Italian national supervisory authority competent for the protection of personal data is the Guarantor for the Protection of Personal Data (Piazza di Montecitorio 121, 00186 Roma, www.garanteprivacy.it, tel. +3906 696771).

Ulteriori informazioni saranno fornite su sua richiesta dall'autorità che esamina la sua domanda. L'autorità di controllo nazionale italiana competente in materia di tutela dei dati personali è il Garante per la Protezione dei Dati Personali (Piazza di Montecitorio 121, 00186 Roma, www.garanteprivacy.it, tel. +3906 696771).

I declare that all information supplied by me are correct and complete. I am aware that false statements will lead to my application being rejected or to the annulment of a visa already granted and will result in the request for the prosecution by the Representation under the law of the State (Article 331 Code of Criminal Procedure).

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.).

The mere granting of a visa does not entitle me to any compensation if I fail to meet the conditions of Article 5, paragraph 1 of Regulation (EU) No. 562/2006 (Schengen Borders Code) and Article 4 of Legislative Decree no. 286/98, and for these reasons my entry is refused.

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, the undersigned, hereby declare that I read and understood the information about the protection of PII (personal identifiable information) with reference to VISA services, in accordance with the General Rules on Data Protection (EU) 2016/679.

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

I Declare, under penalty of perjury, that the above stated facts are true and that I am aware of the criminal penalties against those who make misleading or false statements (art 76 of Presidential Decree 445/2000).

Dichiaro, sotto la propria responsabilità, che quanto sopra scritto risponde a verità e di essere a conoscenza delle conseguenze penali previste nel caso di mendaci e false dichiarazioni (art. 76 del D.P.R. 28 dicembre 2000, n. 445).

Place and date / Luogo e data

CITY, STATE, DATE of signature

Signature (for minors, signature of parental authority/legal guardian)
Firma (per i minori, firma del titolare della potestà genitoriale/tutore legale)

STUDENT SIGNATURE

ANNOTAZIONI (riservato all'Ufficio) / REMARKS (for Office use only)

3. One Official Passport Photo



The embassy 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 provide 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.

4. 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.



5. Proof of Financial Means

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

You can satisfy this requirement by presenting the embassy with a signed bank letter or last three bank statements 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/embassy. Only bank statements/letters of US checking and savings accounts are accepted.

Accessible amounts required (amounts add up to approximately \$1000 per month in Florence):

- Center semester students: approximately \$4,000

****NOTE:** Some programs vary in length. Please use the chart on page 6 to determine the length of your program.

Guidelines for the bank letter or statements

- YOU (the student) OR the specified person in support of the student is the account holder
- Letter or statements must reference US checking or savings accounts only
- Letter or statements must be original and look as official as possible:
 - Copies, scans, and faxes are not accepted
 - If providing a bank letter- it 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*
- You may combine accounts from different institutions to reach your required amount

United States



**Example of a
Bank Letter**

Bank of Syracuse

123 Main Street
Syracuse, NY 13210

September 20, 2025

To The Honorable Italian Embassy 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 SUPPORT

To be completed by the person providing financial support
(Must be notarized by a Notary or signed in person in front of the Visa Office)

I the undersigned _____

place of birth _____

date of birth _____

as mother/father of _____

place of birth _____

date of birth _____

will take full financial responsibility for my son/daughter's entire stay in Italy, as well as responsibly cover any unforeseen expenses he/she may incur while staying in

Italy from _____ to _____.

As proof of my ability to do so, I attach the original of my latest bank statement.

(Date)

(Signature)

Please include the following with this form:

- copy of visa applicant's birth certificate;
- copy of sponsoring parent's passport (or other valid picture ID)
- copy of last bank statement (main page showing balance).

7. 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.** **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 next 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 late September. 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

Trip details: [Download to calendar](#)



Scan barcode for boarding pass

DEPART

JFK → FRA New York City to Frankfurt (January 11, 2015)

Flight: SA3796	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 11, 2015)

Depart: 3:00pm	Travel Time: 1h 17m
Flight: LH 2938	Aircraft: 737
Arrive: 6:17pm	Cabin: Coach
Meal: --	Seat: 17C

RETURN

FLR → FRA Florence to Frankfurt (April 30, 2015)

Flight: LH8473	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: SA2846	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	\$200
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
- Bulgaria
- Czech Republic
- Croatia
- Denmark
- Estonia
- Finland
- France
- Germany
- Greece
- Hungary
- Iceland (not EU)
- Italy
- Latvia
- Liechtenstein (not EU)
- Lithuania
- Luxembourg
- Malta
- Netherlands
- Norway (not EU)
- Poland
- Portugal
- Romania
- Slovakia
- Slovenia
- Spain
- Sweden
- Switzerland (not EU)

