

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 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 April 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 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 9th** 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 5-6 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 Independent Visa Plan (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 **Wednesday, April 15th**.

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 for no later than **Wednesday, July 15th**. 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 and complete the Scheduled Visa Appointment questionnaire is **Wednesday, June 17th**.

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. 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. We ask that you schedule your advising appointment for **at least a week** before your consulate 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.

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 as you receive your passport back with your visa, but no later than **Friday, August 21st**.

Signature Seminar: If you are at all interested in our optional [pre-semester Signature Seminar](#), please plan to obtain your visa for the correct number of days. The Signature Seminar begins on **Saturday, August 22nd** while our regular program begins on **Wednesday, September 2nd**. 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 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 9th**
- ✓ Complete “Independent Visa Plan (Italy)” questionnaire in your OrangeAbroad Portal- by **Wednesday, April 15th**
- ✓ Schedule your visa advising appointment
- ✓ Deadline to gather your visa materials and meet with a Syracuse Abroad advisor for visa material review- **One week before consulate appointment**
- ✓ Book an appointment with the consulate and complete “Scheduled Visa Appointment (Italy)” Questionnaire in your OrangeAbroad Portal- by **Monday, June 15th**
- ✓ Deadline to have your visa appointment at the consulate- **Friday, July 31st**
- ✓ 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 21st**

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 birth date 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).
- 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 the 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 for 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 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	107 days
Signature Seminar	118 days

Program Dates for Fall 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 Florence	Arrive September 2, 2026
Signature Seminar	Arrive August 22, 2026

Question 30: Program	Departure Date
SU Florence Center, Studio Arts, Architecture, Engineering, Design Florence Center & Intensive Language Program at the University of Florence	Depart December 17, 2026
Signature Seminar	Depart December 17, 2026



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)
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: Male Female. select appropriate box
9. Marital status: select appropriate box
Single Married
Separated Divorced
Widow(er)
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"
X Ordinary passport
Service passport
Special passport
Other travel document (please specify):
Diplomatic passport
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: X No
Select "NO" unless applicable
Yes. Residence permit or equivalent: N Valid until
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

For official use only
Data della domanda:
Numero della domanda di visto:
Domanda presentata presso:
Ambasciata/Consolato
Centro comune
Fornitore di servizi
Intermediario commerciale
Altro
Nome:
Responsabile della pratica:
Nome di chi ha ricevuto la pratica allo sportello:
Documenti giustificativi:
Documento di viaggio
Mezzi di sussistenza
Invito
Mezzi di trasporto
Assicurazione sanitaria di viaggio
Altro
Decisione relativa al visto:
Rifiutato
Rifiutato per segnalazione
SIS non cancellabile.
Pratica Sospesa
Rilasciato
Tipo di visto:
D
Valido:
dal

21. Purpose of travel: Select "STUDY" only		al.....
<input type="checkbox"/> Joining family member/ Accompanying family member	<input type="checkbox"/> Sport	Numero di ingressi: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> Multipli
<input type="checkbox"/> Religious activity	<input type="checkbox"/> Mission	
<input type="checkbox"/> Medical reasons	<input checked="" type="checkbox"/> Study	
<input type="checkbox"/> Autonomous work	<input type="checkbox"/> Adoption	
	<input type="checkbox"/> Diplomatic <input type="checkbox"/> Subordinate work	
<input type="checkbox"/> Other (specify).....		

(x) Provide the information as indicated in the travel document.

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:
 None **Select "NONE" unless you have another Schengen Visa in your passport**
 Yes. Date(s) of validity: from to

27. Fingerprints previously taken for a Schengen visa application: **Select "NO" unless applicable**
 No 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
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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
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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
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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 accomodation <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).....
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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

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. 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** 16-820
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**
CONSULATE ADDRESS
CITY STATE ZIPCODE

NEGOTIABLE ONLY IN THE U.S. AND POSSESSIONS
SEE REVERSE WARNING

FROM: **YOUR NAME** CLERK 0011
ADDRESS: **YOUR ADDRESS**
YOUR PHONE NUMBER

C.S.D. NO. OR USED FOR: **ITALIAN VISA FEE**

⑆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 late 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: 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: 37D

3 hour layover FRA

Syracuse Airways Your Reservations

FRA → JFK Frankfurt to New York City (April 30, 2015)
Flight: SA3286 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
- 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)



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.

