



Italian Student Visa Guide

The goal of CEA CAPA's Italian Student Visa Guide is to help students understand the Italian student visa application process.

This guide is accurate as of January 2025; however, requirements and procedures are subject to change at any time without notice. It is vital that students refer to the Italian consulates as the final authorities on all immigration matters. **This guide is not a substitute for consulate requirements.**

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CEA CAPA *cannot* and will not intervene on behalf of students at an Italian Consulate. It is the student's responsibility to obtain a student visa prior to departure.

Section A: Key Notes on the Italian Visa

- An Italian Visa is **required** for anyone staying in Italy for more than 90 days (unless you hold a valid EU passport). The Student Visa is a sticker that will be placed inside your passport – Customs agents in the US and Italy will check to see that you have this before you are allowed into the country.
- This requirement is set by the Italian Government and the application process is determined by the Italian Government – not CEA CAPA. **CEA CAPA cannot intervene between students and the Italian Consulates or other government authorities.**
- CEA CAPA will advise students on the application process, **but it is the responsibility of the student to complete and submit their own application process and obtain a visa prior to their program start.**
- Visa applications **cannot be expedited**, and processing times can vary.

Section B: Steps to Complete As Soon As Possible

- Confirm you have a valid U.S. Passport (**must be valid for at least 6 months after your program end date**) and enter your passport information in your Student Portal.
 - If you do not currently have a valid passport, or if you plan to travel on a Non-US passport – Contact your CEA CAPA Advisor so they can advise you on where to start your process.
- Your legal name on your passport must match your name in your Student Portal.** All information (date of birth, passport number, gender) should match your passport exactly so that CEA CAPA can provide you with supporting visa documents that match your passport. Contact your CEA CAPA Advisor by email with any needed corrections.
- Share with your Advisor the **physical mailing address** at which you would like to receive CEA CAPA's supporting visa documents. The default address we use is your permanent address. If CEA CAPA needs to re-mail documents due to an incorrect address or legal name, it may impact your ability to apply for a visa on time. **Your supporting visa documents will be mailed to you once you are ENROLLED.**
 - If lost or misplaced, students will be responsible for the visa document replacement fee which can be up to \$150. CEA CAPA visa documents can take several weeks to be re-sent.
- If you have any international travel planned prior to your program's start date, **inform your Advisor ASAP.** International travel prior to your program can increase the difficulty of the visa process, since you are required to surrender your passport to the Italian consulate when submitting your student visa application. Remember: once the Italian consulate has your passport, you cannot expedite the process nor pull your passport early. You will receive your passport back with your visa once it is finished processing.

Section C: Italian Visa Application Process

- Step 1:** Determine which consulate(s) you are eligible to apply at—this is based on where you go to school and your permanent address (as shown on your Driver's License or state ID). See [Section E](#) for U.S. citizens; [Section G](#) for Canadians.
- Step 2:** Schedule an appointment with your chosen consulate. Depending on the consulate, the earliest your appointment can take place will usually be 90 days before the start date of the program. **Update your Student Portal and inform your Advisor which consulate you will be working with and the date of your appointment.** Depending which consulate you will be applying through, there can be additional required documents you must present with your application. It is your job to inform your CEA CAPA Advisor where you will be applying through to ensure you are prepared for your appointment.

Tips:

- Book your appointment early! Try to leave at **least** 5 weeks between the time of your appointment and the start date of your program for processing time.
 - If experiencing difficulty procuring an appointment, try checking the appointment calendar at midnight Italian time, and check for new appointment availability daily. Also, check out [Section I](#) of this guide, and check in with your Advisor, as they may have additional advice.
 - Prepare for the appointment even if you don't yet have it scheduled—[See Step 3](#).
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- Step 3:** Collect the required supporting documents listed on the consulate website.
 - CEA CAPA will send you the proof of enrollment/acceptance letters, proof of medical insurance, and proof of accommodation. Any additional required documents are your responsibility to collect. You can start working on those documents prior to receiving your supporting visa documents from CEA CAPA.
 - Use reference [Section J](#) to assist with filling out the National Visa Application.
 - Step 4: Attend your appointment with all of your collected materials.** Let your Advisor know when this step is complete.
 - Step 5:** Wait for the consulate to process your visa application (this can take up to 3-5 weeks). Once it is finished processing, you will have to go back to the consulate to pick up your passport with the visa affixed inside.
 - Step 6:** Upload a photocopy of your student visa in your Student Portal.

Section D: Italian Visa FAQs

- **Who needs a student visa?**
 - Most non-EU citizens studying in Italy for more than 90 days are **required** to apply for a student visa.
 - CEA CAPA advises U.S. students and can assist Canadian students, but additional research may be required on the student's part.
 - Non-U.S. or Canadian citizens must contact their nearest Italian consulate to verify entry requirements.

- **When should I start the visa process?**
 - It is recommended that students begin the process **3-4 months prior to departure**.
 - Students cannot apply for their visas earlier than 90 days prior to departure; ensure you book your appointment ASAP for between 90-45 days prior to departure.
 - After submitting the application materials for the student visa, the Italian Consulate will take approx. 3-5 weeks to process the visa, if not more. It is not possible to expedite this process.

- **Where can I apply for a student visa?**
 - All students must apply at the Italian Consulate; in some cases, it may be necessary to travel to another state.
 - Students CANNOT apply for the visa while in Italy nor out of jurisdiction in the U.S. or Canada.

- **What kind of visa do I need?**
 - Students going on standard CEA CAPA programs should apply for a **Long Stay National Visa – Form D**.
 - **Beginning January 10, 2025, every student must visit their local Consulate to be fingerprinted.**

- **What application materials are needed?**
 - The complete list of documents required is located on each consulate's website. **Each consulate is different**, so make sure to check the consulate where you plan to apply.
 - Find your designated consulate in Section E or G.

- **How much does it cost?**
 - The application fee for the Italian Student Visa is subject to change based on quarterly exchange rates, although it is generally around \$60. Please refer to the consulate website for the fee amount. Most consulates require payment in the form of money order or cashier's check.
 - The Student Visa fee is considered separate from the rest of the Long Stay National Visa types.

- **What physical documents will CEA CAPA send to me?**
 - CEA CAPA will provide
 - proof of enrollment/acceptance letter(s)
 - proof of medical insurance
 - proof of accommodation
 - CEA CAPA will mail these supporting visa documents to you once you are **enrolled**. If you have questions on your status, contact your Advisor.

- **What if I can't get an appointment at the consulate?**
 - Keep checking for an appointment! Often it just takes a lot of diligence before you successfully schedule one. Reference [Section I](#) for an outline of steps to take, and also, notify your Advisor that you are having difficulties.
- **How long does it take to receive the supporting CEA CAPA visa documents?**
 - Generally, CEA CAPA starts mailing these to students in the Enrolled status about 3-4 months before the program start date. They are also sent according to appointment date. CEA CAPA will email students once their visa documents have been mailed and it generally takes 7-11 business days to arrive to the requested/permanent address.
- **What happens if my visa is still processing, and my program start date is approaching?**
 - **You must wait until your visa is finished processing before departing** to Italy. You cannot arrive in Italy without your student visa/corresponding entry requirements. Secondary passports will not be processed. Applying for your visa early is the best way to ensure your visa is ready prior to your program start date. Please keep your Advisor updated and discuss any concerns as soon as they arise.

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Section E: Italian Consulates in the United States

Students must apply at the consulate that governs the region of their permanent or school address. **Note: Each consulate has its own requirements.**

Document notes:

- Some students will need to download the “Affidavit of Insurance” document from their consulate’s website.

[Boston](#) | [Chicago](#) | [Detroit](#) | [Houston](#) | [Los Angeles](#) | [Miami](#) | [New York City](#) | [Philadelphia](#) | [San Francisco](#) | [Washington, D.C.](#)

Boston	
Maine, Massachusetts, New Hampshire, Rhode Island, Vermont	
General Information	Address, Business Hours, Phone Number
Email	visti.boston@esteri.it
Student Visa Requirements Page	https://consboston.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/student-visa-study-abroad-over-90-days/
Fees page	https://consboston.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/visa-fees-and-denials-information/
Notes	Requires an appointment up to 90 days prior to program start: online booking system. Estimated up to 15-day processing timeline. Student ID or Driver’s License accepted.
	Accepts either a bank letter or account statement for financial requirement
	Requires students to provide proof of enrollment letter from U.S. university confirming student’s enrollment in the institution as well as the study abroad program in Italy. Flight reservation required. Money order for consular fee.
	ONLY returns passport/visa with a pre-paid, self-addressed USPS Express or FedEx envelope, a copy of the envelope, and a signed Declaration return by mail form

Chicago	
Colorado, Illinois, Iowa, Kansas, Minnesota, Missouri, Nebraska, North Dakota, South Dakota, Wisconsin, Wyoming	
General Information	Address, Business Hours, Phone Number
Email	italcons.chicago@esteri.it or Visti.chicago@esteri.it *The Chicago Consulate requests to be contacted exclusively by email*
Student Visa Requirements Page	https://conschicago.esteri.it/consolato_chicago/en/i_servizi/per_chi_si_reca_in_italia/study.html
Fees page (bottom line)	chrome-extension://efaidnbnmnnibpcajpcglclefindmkaj/https://conschicago.esteri.it/wp-content/uploads/2023/08/estratto_tabella_consolare_iii_trimestre.pdf
Notes	Apply up to 90 days prior to program start. Notified of processing timeline at time of application.
	Accepts either a bank letter or account statement for financial requirement
	Requires students to provide proof of enrollment letter from U.S. university including expected graduation date. Confirmed flight reservation required.
	ONLY returns passport/visa with a pre-paid, self-addressed envelope, recommends using UPS or FedEx
	Money order or cashier’s check for fee. Student ID or Driver’s License accepted.

Detroit	
Indiana, Kentucky, Michigan, Ohio, Tennessee	
General Information	Address, Business Hours, Phone Number
Email	visa.detroit@esteri.it
Student Visa Requirements Page	https://consdetroit.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/
Visa Fees	Can be found under: CURRENT VISA FEES
Notes	<p>Apply no more than 90 days prior to program start. Returns passport + visa by mail. 7-15 day processing time.</p> <p>Accepts either a bank letter or account statement for financial requirement</p> <p>Requires students to provide proof of enrollment letter from U.S. university indicating student's status (full-time, good academic standing) and expected date of graduation</p> <p>Confirmed flight reservation required. Student ID or Driver's License accepted.</p>

Houston	
Arkansas, Louisiana, Oklahoma, Texas	
General Information	Address, Business Hours, Phone Number
Email	visas.houston@esteri.it
Student Visa Requirements Page	https://conshouston.esteri.it/it/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/study/
Visa Fees	https://conshouston.esteri.it/it/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/general-information/
Notes	<p>May apply up to 6 months prior to program start. 2–3-week processing. Student ID or DL.</p> <p>Accepts either a bank letter or account statement for financial requirement</p> <p>Requires that students provide enrollment letter from U.S. university indicating student's status (full-time, good standing) and expected graduation date. Confirmed flight reservation required.</p> <p>Can returnp assport/visa with pre-paid, self-addressed USPS Priority Express envelope</p>

Los Angeles	
Arizona, New Mexico, Nevada, Southern California* (only the following counties: Imperial Valley, Kern, Los Angeles, Orange, Riverside, Santa Barbara, San Bernardino, San Diego, San Luis Obispo, Ventura)	
General Information	Address, Business Hours, Phone Number
Email	visti.losangeles@esteri.it
Student Visa Requirements Page	https://conslosangeles.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/
Visa Fees	https://conslosangeles.esteri.it/consolato_losangeles/it/i_servizi/per_chi_si_reca_in_italia/handling-fees-for-visa-applications.html
Notes	<p>Requires an appointment, online booking system. Accepts applications 90 days before program start. *Requires confirmation of appointment 3-10 days prior to appointment.*</p> <p>ONLY accepts state ID or Driver's License (no Student IDs): <i>permanent residents only</i></p>

	ONLY accepts a bank letter for financial requirement. Money order or cashier's check for consular fee. Flight itinerary required. Check for appointments 3pm local time.
	Requires students to provide proof of enrollment letter from U.S. university
	Will return passport/visa with pre-paid, self-addressed USPS Express or FedEx; signed declaration of passport by mail form.

Miami	
Alabama, Florida, Georgia, Mississippi, Puerto Rico, South Carolina, British Virgin Islands, Cayman Islands, Island of Saba, St. Maarten, St. Eustatius, U.S. Virgin Islands, Bahamas, Turks & Caicos, Jamaica	
General Information	Address, Business Hours, Phone Number
Email	visa.miami@esteri.it
Student Visa Requirements Page	https://consmiami.esteri.it/wp-content/uploads/2023/09/Visto-Studio-aggiornato-per-sito.pdf
Visa Fees	https://consmiami.esteri.it/CONSOLATO MIAMI/en/la-comunicazione/dal-consolato/ta-bella-percezioni-consolari-del.html
Notes	Requires an appointment; can schedule via Prenota. Appointment must be within 6 months of departure. Student or State ID. 3-5 week processing.
	Recommended that students provide proof of enrollment letter from U.S. university and bank letter for financial guarantee. Can return by mail.

New York	
Connecticut, New York, New Jersey* (only the following counties: Bergen, Essex, Hudson, Hunterdon, Mercer, Middlesex, Monmouth, Morris, Passaic, Somerset, Sussex, Union, Warren)	
General Information	Address, Business hours, Phone Number
Email	newyork.visas@esteri.it
Student Visa Requirements Page	https://consnewyork.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/visas-to-enter-italy/study/
Visa Fees	https://consnewyork.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-italiano/fees/
Notes	Requires an appointment, online booking system. Check availability after 6pm. Can apply up to 180 days before departure. Student or State ID. 7–15-day processing.
	Accepts a bank letter or bank statement for financial requirement. Does not accept joint bank account statements. Credit card statement not necessary if sufficient funds in bank account. Money order for consular fee to “Consulate General of Italy”
	Requires students to provide proof of enrollment letter from U.S. university, confirming enrollment in study abroad program in Italy. Requires address in Italy, program dates.

Philadelphia	
Pennsylvania, Delaware, Maryland* (except Prince George and Montgomery counties), North Carolina, West Virginia, Virginia* (except Fairfax and Arlington counties), New Jersey* (only the following counties: Atlantic, Burlington, Camden, Cape May, Cumberland, Gloucester, Ocean, Salem)	
General Information	Address, Business Hours, Phone Number
Email	visti.filadelfia@esteri.it
Student Visa Requirements Page	https://consfiladelfia.esteri.it/it/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/

Visa Fees	https://consfiladelfia.esteri.it/consolato_filadelfia/en/i_servizi/tabella-diritti-consolari.html
Notes	Requires an appointment, online booking system. Accepts appointments up to 3 months prior to arrival. 3-21 day processing. Student ID or Driver's License.
	Accepts either a bank letter or account statement for financial requirement
	Requires 2 (two) official copies of the CEA CAPA acceptance/enrollment letter. Inform your Advisor if you will be applying through this consulate to receive both copies.
	Requires students to provide: 1. Proof of enrollment letter from U.S. university indicating student's status (full-time, good academic standing) and expected graduation, 2. Official Transcript, 3. Confirmed flight reservation. Pick up during office hours or return by mail.

San Francisco	
Alaska, Hawaii, Idaho, Montana, Oregon, Utah, Washington, American Territories of Samoa, Guam, Northern Marianna Islands, Johnston Atoll, Wake Island, Midway Islands, and California* (EXCEPT for the following Counties: San Luis Obispo, Kern, San Bernardino, Santa Barbara, Ventura, Los Angeles, Riverside, San Diego, Imperial Valley, and Orange. Residents of the named Counties must apply through the Italian Consulate in Los Angeles.)	
General Information	Address, Business Hours, Phone Number
Email	visti.sanfrancisco@esteri.it
Student Visa Requirements Page	https://conssanfrancisco.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/instructions-for-visas/
Visa Fees	https://conssanfrancisco.esteri.it/consolato_sanfrancisco/en/i_servizi/tariffe
Notes	**Important: Due to limited appointments and strict requirements, CEA CAPA recommends students apply through other consulates when possible.
	Requires an appointment; *must currently email for student visa appointment visti.sanfrancisco@esteri.it . Can apply up to six months prior to departure date. *Requires students to confirm appointment 7-10 days prior to appointment
	Student or State ID. 7–15-day processing. Return passport by mail. Money order or cashier check for consular fee.
	Accepts either a bank letter or account statement for financial requirement

Washington, D.C. (Embassy)	
District of Columbia, Maryland*(only Montgomery and Prince George county), and Virginia*(only Arlington and Fairfax county), Cities of Alexandria, Falls Church and Fairfax	
General Information	Address, Business Hours, Phone Number
Email	visti.washington@esteri.it
Website – Visa Page	https://ambwashingtondc.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/
Student Visa Requirements Page	Student Visa Requirements will be provided via email after you book your appointment. Book your appointment using the following link: https://ambwashingtondc.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/tariffe-visti-e-domande-frequenti/
Visa Fees	https://ambwashingtondc.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/tariffe-visti-e-domande-frequenti/

Notes	Requires an appointment; online booking system (Step 4). Can apply up to 3 months and no less than 2-3 weeks before departure date. 7-15 day processing timeline.
	Confirm appointment as early as 10 days and no later than 3 days prior.
	Accepts either a bank letter or account statement for financial requirement; Student ID or Driver's License accepted.
	Requires students to provide proof of enrollment letter from U.S. university
	Will NOT return passport/visa by mail – must pick up during business hours

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Section F: Italian Consulates in Canada

Students must apply at the consulate that governs the region of their permanent or school address.

Note: Each consulate has its own requirements.

Edmonton (Additional Consular Service Branch Office)	
Alberta, Saskatchewan	
Contact Information	https://ambottawa.esteri.it/ambasciata_ottawa/en/ambasciata/la_rete_consolare/la-rete-consolare.html
Email	edmonton.vancouver@esteri.it
Notes	Requires an appointment; book through email
	Does not provide specific list of required documents. Contact the consulate directly by email or phone for this information.

Montreal	
Quebec, New Brunswick, Newfoundland and Labrador, Nova Scotia, Prince Edward Island, Nunavut	
General Information	https://consmontreal.esteri.it/en/chi-siamo/
Email	visti.montreal@esteri.it or consolato.montreal@esteri.it
Website – Study Visa Page	https://consmontreal.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/
Notes	Requires an appointment; online booking system

Ottawa (Embassy)	
City of Ottawa, counties of Carleton, Dundas, Glengarry, Prescott, Russell, Stormont, Outaouais Region	
General Information	https://ambottawa.esteri.it/en/chi-siamo/
Email	ambasciata.ottawa@esteri.it
Website – Visa Page	https://ambottawa.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/
Notes	Contact consulate to book an appointment
	Does not provide specific list of required documents. Contact the consulate directly by email or phone for this information.

Toronto	
Ontario (except for counties under jurisdiction of the Embassy in Ottawa), Manitoba, Northwest Territories	
General Information	https://constoronto.esteri.it/en/chi-siamo/
Email	visti.toronto@esteri.it
Website – Visa Page	https://constoronto.esteri.it/en/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/
Notes	Requires an appointment; online booking system. *Currently only accepting appointments via email: ancip.toronto@esteri.it
	Does not provide specific list of required documents. Contact the consulate directly by email or phone for this information.

Vancouver	
British Columbia, Alberta, Saskatchewan and the Territory of Yukon	
General Information	https://consvancouver.esteri.it/it/chi-siamo/
Email	visa.vancouver@esteri.it
Website – Visa Page	https://consvancouver.esteri.it/it/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/
Notes	Requires an appointment; online booking system
	Find list of required documents: https://consvancouver.esteri.it/it/servizi-consolari-e-visti/servizi-per-il-cittadino-straniero/visti/modulistica-per-visti/

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Section G: When All Else Fails...

If you have been checking for appointments and are unable to obtain one, contact your Advisor and follow the instructions below:

- 1) Using pages 4-9 of this guide, ascertain exactly which consulate(s) for which you are eligible and check for available appointments at both locations. Book the earliest one available. You can cancel appointments at any time with no penalty. Depending on appointment availability, you might have to attend a consulate that might be further away from your home than another one.
- 2) If there are no appointments available, email all consulates for which you are eligible (contact information in Section D) to *respectfully* explain your situation and ask if they can help you obtain an appointment.
- 3) Continue to check back to the regional consulate's appointment calendar. The calendar is refreshed and cancellations are posted every day at **12am midnight Italian time**. The website often crashes, so please remain diligent.
- 4) Continue to try the steps above and keep in touch with your Advisor.

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Section H: Guide to the National Visa Application Form

Each student is required to complete a National Visa (type D) application form. Please follow these instructions when completing the visa application form.

1	Surname	This is your last name(s)
2	Surname at birth	If applicable, this is your maiden name or former first name. Otherwise, write "n/a"
3	First names (given names)	These are your first and middle names
4	Date of birth	Write your birth date (day-month-year)
5	Place of birth	The city and state of your birth
6	Country of birth	Country of your birth
7	Current nationality	U.S. [or other nationality if applicable]
8	Sex	Check either the male or female box
9	Marital status	Check the appropriate box for your marital status
10	In the case of minors	Most students can enter "n/a". If you are under 18, please complete the instructions listed on the application.
11	National identity number	You may leave this blank or write "n/a"
12	Type of travel document	Check "Ordinary Passport"
13	Number of travel document	This refers to your passport number. Enter the nine-digit number on your [U.S.] passport.
14	Date of issue	This is when your passport was issued (day-month-year)
15	Valid until	This is when your passport expires (day-month-year)
16	Issued by	Enter the place where your passport was issued, found under "Authority" on your passport's data page
17	Applicant's home address and email address/Telephone number	This is your permanent address. Be sure to include your email address as well. Enter at least two telephone numbers (home & cell).
18	Residence in a country other than the country of current nationality	Check "No" unless this question pertains to you
19	Current occupation	Write "student"
20	Employer and employer's address	Write the name of your US college or university and their main address
21	Purpose of travel	Check "study"
22	City of destination	Write in the city of your CEA CAPA program
23	State of first entry	If you have connecting flights in a Schengen state* write the name of that country/Schengen state. If you will not have a connecting flight in one of the following countries/Schengen states, write "Italy"

*Schengen states include: Austria, Belgium, Czech Republic, Denmark, Estonia, Finland, France, Germany, Greece, Hungary, Iceland, Italy, Latvia, Liechtenstein, Lithuania, Luxemburg, Malta, Netherlands, Norway, Poland, Portugal, Slovakia, Slovenia, Spain, Sweden, and Switzerland.

24	Number of entries requested	Check "multiple"
25	Duration of stay	Write in the number of days on your CEA CAPA program
26	Schengen visas issued in the past three years	Check "No" unless this question pertains to you
27	Fingerprints taken for previous Schengen visa	Check "No" unless this question pertains to you
28	Number of no objection document	Write "n/a" unless this question pertains to you
29	Intended date of arrival in Schengen area	Write the start date of your program (day-month-year)
30	Intended date of departure from Schengen area	Unless you are planning to stay for further travel, write in the end date of your program (day-month-year). If staying longer, write in the date that matches your return flight itinerary.
31	Name and contact details of inviting person	Write "CEA CAPA" and see below for contact info
	Florence	<p>University of New Haven, Firenze presso CEA CAPA Education Abroad Piazza della Repubblica, 6 50123 Firenze, Italia Tel: (+39) 055.285.025 Fax: (+39) 055.265.5564 staff.florence@ceacapa.com</p> <p><i>Studio Art & Fashion Design – (OPTION B program/Summer students who require visa only):</i> Santa Reparata International School of Art Via San Gallo, 53R 50129 Firenze, Italia Tel: (+39) 055.462.7374 Fax: (+39) 055.472.728 staff.florence@ceacapa.com</p>
	Rome	<p>CEA CAPA Rome Center Via Giuseppe Gioacchino Belli, 122 00193 Roma, Italia Tel: (+39) 06.4423.9449 Fax: (+39) 06.4403.625 staff.rome@ceacapa.com</p>
32	Name and address of inviting company or organization, and contact person	Write "CEA CAPA" and use the same address, phone, and fax information as above. For name and email, see below.
	Florence	Emily Schiavone – ESchiavone@ceacapa.com
	Rome	Anna Felberbaum – AFelberbaum@ceacapa.com
33	Cost of travelling/living expenses covered by	Write "see application documents" Check "the applicant" Check one or all of "cash", "traveller's cheques," "credit card," and "prepaid accommodation"
34	Personal data of the family member who is an EU, SEE, or CH citizen	Write "n/a" unless this question pertains to you
35	Family relationship with EU, SEE, or CH citizen	Write "n/a" unless this question pertains to you
36	Place and date	Write in the city, state, and date where you are signing the visa application
37	Signature	Unless requested to wait until your appointment at the consulate, write your signature here

Section I: Sample Bank Letter

So that the Italian consulate knows you have enough money to last you your entire time in Italy, they require you to have a letter from your bank indicating **your** account balance. (Note: your personal account balance, not that of your parents or other family members.) This balance varies from consulate to consulate, and is usually approximately \$1000 per month of your stay in Italy. Please check the consulate’s official website for their financial letter requirements. Below is a sample to show your bank.

[Bank letterhead]

[DATE – no more than 15 days old]

Consulate General of Italy
 Visa Office
 Consulate Address (found on consulate website)

To whom it may concern,

This is to certify that the title of the following account(s) reflects [NAME AND ADDRESS OF ACCOUNT HOLDER] as an account holder.

Account Type	Account Number	Amount*	Date Opened

*May express exact amounts or “In excess of \$XXXX US Dollars”.

The abovementioned balance(s) represent(s) the accumulation of successive deposits.

Sincerely,

 [Last name, first name – Signature, Date]
 [Title/Position]

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