

Italy – RICERCA (Research) checklist
C (SHORT TERM SCHENGEN VISA)
D (LONG TERM NATIONAL VISA)
 (as per Consulate of Italy Cape Town **Jurisdiction)



List of supporting documents

Dear applicant,

Thank you for your interest in applying for a visa for Italy. The following information is provided to assist you in lodging your application. You are encouraged to read it carefully and take note of all the information provided. It is important for you to do so, as failure to provide any required documents may affect the processing of your application.

You should lodge your application when you have all the required documents as detailed below.

Applicant Name:	
Application tracking number:	

Please prepare your documents in the following order:

	DOCUMENTS	DESCRIPTION	ATTACHED		OFFICIALS' NOTES
			YES	NO	
1	Passport	Must have a validity of at least 3 months prior to the returning date and 2 blank pages. *** see note for Foreign Nationals at bottom			
2	Schengen Application Form (C) Italian National visa application Form (D)	For a stay of no longer than 90 days For a stay of longer than 90 days			
3	Colour ID Photos (x2)	Can be taken at VFS for an additional fee (check Value added services)			
4	Photocopy of passport				
5	Photocopy of all previous Schengen and UK visas				
6	Proof of Transport (C) Proof of Transport (D)	Ticket / Booking proving the arrival into and out of Schengen, into and out of Italy and all other booked internal transfers or modes of transport. Ticket / Booking, or other mode of transport, proving the arrival into Italy.			
7	Travel Insurance (LS)	Must be: <ul style="list-style-type: none"> - valid for the entire Schengen area - valid for the duration of the stay; - cover for a minimum of 30.000 Euros; For long stays a minimum 30-day policy is necessary awaiting for the registration of the residence permit.			
8	Proof of Accommodation	In the form of confirmation of payment for accommodation for the whole duration of the stay in Schengen or Hosting agreement concluded with the applicant by the Italian accredited University or Research Institute			
9	Proof of Funds	Must be proven by providing 3 months bank statement confirming the availability of funds in Rands equivalent to a minimum of 30 Euros per day for the duration of the stay in excess of the confirmation of accommodation			

10	Proof of Employment as Researcher (Short Stay)	Documentation certifying that the applicant is a Researcher employed by a foreign university or research institution			
11	For Long Stay – National Type "D"	Nulla osta" (authorisation) for research from the relevant SUI (Immigration Desk (Sportello Unico per l'immigrazione) at the Prefecture - for stays longer than three months)			
12	Proof of Residence in SA	In the form of a utility bill or bank statement.			
13	Proof of payment	Copy of the VFS's receipt.			

**** Please ensure that you are applying at the correct Jurisdiction which is determined by your city/place of Residence and not the Nationality of passport holder (check the website for more information)**

***** For NON-SA Passport holders, the passport must have a validity if at least 6 months from date of return and a copy of Original valid South African permit (permit must also be valid for at least 6 months from the date of return).**