



## EMBASSY OF ITALY NEW DELHI

### REQUISITE DOCUMENTS FOR STUDY VISA – SHORT TERM

**IMPORTANT: Study visa applications without DoV or CIMEA will not be accepted unless any of them is required by Italian University/Institute.**

**MANDATORY DOCUMENTS:** please show **ORIGINAL DOCUMENTS** at the time of submission of the application.

**THE APPLICATION WILL BE ACCEPTED ONLY IF THE DOCUMENTS AT POINTS n. 6, 7 AND 8 ARE SUBMITTED.**

Kindly be informed that students whose admission is subject to an entrance test at the University in Italy will need to apply for a Long Term (D) Visa. However, students who are supposed to take an entrance test before their final study certificate is issued will apply for a Short Term (C) Visa.

1.	<b>Application form (C)</b> duly filled and signed by applicant * In case of minors to be signed by both parents
2.	<b>One recent passport-size</b> photograph (white background). Please do not staple the photographs to the application form
3.	<b>Passport/Travel Document must:</b> a) Have been issued within the previous 10 years, and the validity must not exceed 10 yrs. b) At least have a validity of 3 months after visa duration. c) Have at least 2 blank pages.
4.	<b>One set photocopy of applicant's Passport</b>
5.	<b>Personal Cover Letter</b>
<b>6. 7. AND 8 ARE MANDATORY DOCUMENTS.</b>	
<b>6.</b>	<b>FINAL ORIGINAL STUDY CERTIFICATES ATTESTED BY THE DEPARTMENT OF EDUCATION OF THE STATE GOVERNMENT AND DULY APOSTILLED BY THE MEA.</b>  <b>IMPORTANT: Provisional certificates, in original with HRD authentication, issued by the relevant institution can be accepted if the final certificate has not yet been issued.</b>  <b>Attestation by Sub-divisional Magistrate (SDM) is not accepted.</b>
<b>7.</b>	<b>ONE of the following documents (if required by Italian University/Institute):</b> 1. <b>DoV (<u>already</u> issued by an Italian Diplomatic Mission or DoV application)</b> 2. <b>CIMEA Certificate</b> (if accepted by Italian University/Institute in place of DoV) <b>IMPORTANT: Study visa applications without DoV or CIMEA will not be accepted, unless any of them is required by Italian University/Institute.</b>
<b>8.</b>	<b>RECEIPT OF FULL PAYMENT OF ENROLLMENT FEES</b>
9.	- <b>Confirmation receipt of enrollment</b> downloaded from the official UNIVERSITALY portal, <b>AND/OR</b> <b>Original letter of admission from University/Institute in Italy</b>

10.	<p><b>Documentation regarding the applicant's financial status:</b>  Proof of means of support in Italy of not less than Euro 467.65 for each month. This availability can be proven through:</p> <ol style="list-style-type: none"> <li>1. Documents proving applicant's source of income. If financially supported by a sponsor, the applicant is required to provide sponsorship letter and sponsor's ID proof, evidence of sponsor's employment/business activity, sponsor's ITR-V forms for last 3 years and bank account statements for last 6 months duly stamped and signed by bank manager.</li> <li>2. Educational loan (it will be accepted only if deposited and visible on bank statements submitted by the applicant)</li> </ol> <p><b>In case of scholarship from Italian Government: Proof of scholarship in original.</b>  Where the amount of the scholarship does not satisfy the minimum amount established by law, the availability can be proven through the proofs mentioned in points no. 1 and 2</p> <ul style="list-style-type: none"> <li>* According to Italian law, those who can act as sponsor are: applicant's parents (no other family member is eligible), Italian or foreign nationals legally residing in Italy, Institutions and Italian established authorities as Universities and local Government bodies or Foreign authorities recognized by Italian Government.</li> </ul>
11.	<p><b>Adequate proof of Boarding and Lodging in Italy for the entire intended period of stay:</b></p> <ol style="list-style-type: none"> <li>1. <b>Hotel booking OR</b></li> <li>2. <b>Home Rent agreement OR</b></li> <li>3. <b>Accommodation provided by University/Institute</b></li> </ol>
12.	<p><b>Roundtrip flight ticket.</b></p>
13.	<p><b>Medical Insurance</b> with a coverage of at least € 30,000 valid for the entire intended period of stay, including the 'repatriation clause' (to be chosen from a range of Schengen-compliant Travel Medical Insurance or one Italian Insurance Company)</p>
14.	<p><b>For minors:</b></p> <ul style="list-style-type: none"> <li>- Birth Certificate in original duly attested and apostilled (If there is only one legal guardian, proof regarding this must be submitted e.g. Death certificate, Divorce certificate, Proof of sole custody duly attested and apostilled) + 1 copy</li> <li>- Affidavit of both parents duly attested and apostilled (consent of expatriation for study purpose, guardianship in Italy have to be clearly mentioned) + copy of parents ID proof (as a single set with affidavit) + 1 copy</li> <li>- Guardianship acceptance letter of guardian in Italy + copy of ID proof + 1 copy</li> </ul>