

The Visa Application

If you are not a citizen of a European Union Member State, you must obtain a student visa to study at SAIS Europe.

If you are a citizen of a European Union Member State, you will not need a visa to study in Italy, but you will need a valid EU passport.

The Admissions Office staff in both SAIS Europe and Washington, D.C. will be happy to advise students on the visa process. **However, you are responsible for making arrangements and acquiring your own student visa.** Please read all the following information before contacting Admissions staff with questions.

Additionally, the Admissions Office in Washington, D.C. will be hosting an online presentation and Q&A session in mid-May to discuss the visa application process and answer questions.

If your spouse/partner or child will join you at SAIS Europe you are strongly encouraged to contact the Admissions Office as soon as possible to discuss visa options for family members.

Applying for a Visa to Study in Italy

You will need to apply for a multiple-entry type “D” visa for study purposes (*visto per motivi di studio*) for the full duration of the academic year (type C is valid only for three months). The visa is normally attached to your passport. Without it you may be able to enter Italy, but you will not be granted a permesso di soggiorno (*residence permit*), which you will need to remain in Italy for the academic year.

1. Determine the Italian Embassy or Consulate via which you will need to apply for your visa.

Each Italian Embassy or Consulate has a certain jurisdiction, and they will only process visa applications for individuals whose **established residence** is within their jurisdiction. You will be expected to provide proof of this in the form of a driver's license, utility bill, lease, or other documentation.

You will be expected to submit your visa application in person. In some cases, honorary consulates may be able to accept your visa application; they will review it and send it on to the main consulate for the region. While this may be more convenient, it usually takes considerably longer than if you were to apply to the main regional consulate in person.

If you are residing in the United States, you can find your consulate from this list:
http://www.ambwashingtondc.esteri.it/ambasciata_washington/en/informazioni_e_servizi/la_rete_consolare/la%20rete%20consolare.html/

If you are residing outside the United States, please visit the website for the Italian Embassy in your country.

A note regarding those living/working outside their home country:

If you are working or doing an internship abroad during the summer, the Italian Consulate in your host country may process your visa, but this is at the discretion of the individual consulate. An Italian Consulate is obligated to process your visa only if you are currently working/residing in that country and have a valid visa to prove your status.

If you plan to acquire your visa from a consulate outside of your home country, you should contact the relevant consulate as soon as possible to find out if they will process your visa, and what additional paperwork they may require. Application requirements can vary depending on the country and the consulate.

If a consulate refuses to process your visa, you will need to return to your home country to obtain your visa before traveling to Italy.

2. Schedule your visa application appointment as soon as possible.

Most Italian Consulates now require appointments for all visa applicants, and these appointments fill up quickly, so request your appointment as far in advance as possible. Most consulates in the U.S. allow you to schedule your appointment online. Processing times vary from consulate to consulate; getting your visa could take anywhere from a week to more than a month and in some cases much longer so apply for your visa as early as possible—but no earlier than 90 days before the start date of pre-term. Applications submitted prior to that date will be refused by the Consular Office, and you will then need to make a new appointment.

3. Compile all the necessary documents for your visa application.

In mid-May, the Admissions Office will issue "letters of support" to all incoming SAIS Europe students who are not citizens of a European Union Member State. These letters provide proof of your status as a student, proof of lodging, and proof of health insurance.

For students admitted through the SAIS Europe Admissions Office, the letter will include information on any scholarship award.

You will also need to provide the following:

a) **Completed national visa application** (a sample form will be made available in March 2017). The form is available on the website of the Italian Embassy or Consulate you'll be applying from.

b) **One passport style photo.**

If you're unsure what the size of the photo should be, please check online. For those applying from the U.S., the photo must meet the U.S. State Department's [passport photo requirements](#).

c) **Original passport.**

Your passport must be valid through August 31, 2018 (if your academic year ends in May 2018) or through December 2018 (if your academic year ends in September 2018); it must be signed in the designated place; and have at least two blank pages to which the visa can be affixed. You will be expected to surrender your passport to the Italian Consulate while your visa is being processed.

d) **Color photocopies of the ID page of your passport.**

e) **Documentation attesting to financial sustainability** while in Italy. (Minimum: \$1,000 for each month in Italy plus full tuition for the academic year, which comes to a total of approximately \$50,000). Documentation can be any combination of the following:

- Copy of Financial Aid award letter issued by the SAIS Financial Aid Office, listing fellowships and/or loans. To request an award letter for visa purposes, please contact Tanya McMillan, Financial Aid Administrator, at saisfinaidinfo@jhu.edu or 202.663.5706.
- Students admitted through the SAIS Europe Admissions Office will find scholarship information included in the visa request letter. For additional information, feel free to contact SAIS Europe Admissions at sais.eu.admissions@jhu.edu
- Self-sponsored students: official letter on bank letterhead and signed by a bank official, indicating your current account balance.

- Students sponsored by parents: notarized [Affidavit of Support](#) stating that your parents will assume full financial responsibility for you during your stay and an official letter on bank letterhead and signed by a bank official, indicating your parents' current account balance.

f) Flight itinerary

The itinerary should show your arrival date in Italy, and many students choose to book with an open-ended departure date.

g) Visa fee payment

Italian student visas are subject to a €50 fee charged by the Italian Foreign Ministry. This fee must be paid the currency of the country in which you are applying. For students applying in the U.S., the payment must be submitted by either cashier's check or money order (personal checks, credit cards, and cash aren't accepted at this time), and should be made payable to the consulate for your jurisdiction, based on your residency. Please note: some consulates charge the fee exactly, and other Consulates charge the fee rounded up to the nearest dollar. Consult your consulate's web page to determine the exact visa fee for your application. If you are a U.S. citizen or permanent resident, click [here](#) to find your consulate.

Additionally, it is important to note that each consulate acts independently, and may require documents additional to what is listed above, such as travel insurance or photocopies of the entire application packet. Check your consulate's website to see what additional material they require well in advance of your appointment.

4. Go to your appointment and submit your visa application

When you submit your visa application, they will tell you when you can come back and pick it up. This process can take anywhere from one week to a month, maybe more if there are problems with your application.

If you have travel plans or need your passport back within a certain time, make sure the Consular Officer knows when you submit the application, and you will be expected to provide documentation (such as a flight itinerary) to prove that you need the passport back by a certain date.

5. Check your visa when you collect it

When you receive your visa, don't assume it's correct. Make sure you double check the following:

- a. The visa is a type D for study purposes (*visto per motivi di studio*) and it covers the duration of the academic year.

- b. The visa allows multiple entry
- c. The visa request letter the Admissions Office provided is stamped with “*Vistato*” by the Embassy or Consulate.

Questions? Need more information? Contact:

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