Italian Consulate General, San Francisco  
Visa Instructions  
Italy Immersion Programs with Pre-ILP 2011-2012  
Applicable for ALL UCB, UCD, UCM & UCSC students

WHEN AND WHERE MUST I SUBMIT MY VISA APPLICATION AND SUPPORTING DOCUMENTS?  
You must submit your visa forms to the San Francisco Italian Consulate IN PERSON no earlier than **MARCH 18, 2011** but NO LATER than **APRIL 15, 2011**. Do not delay applying for your visa!  

**HOURS OPEN TO THE PUBLIC:**  
Monday and Thursday  
1:00 pm to 3:30 pm. The lines can often be very long - **SHOW UP EARLY TO GET IN LINE!**  
If the line is too long, you may have to come back on another day.  
**Appointments are neither required nor given.**

WHAT MUST I SUBMIT TO THE CONSULATE FOR MY VISA APPLICATION?  

- **Cover Page for Visa Application** - link to this form is in the UCEAP Predeparture Checklist.  
- **Original PLUS one photocopy of the completed San Francisco Consulate visa application** (refer to the sample SF visa application to help you complete the form). The link to the application and the sample are both in the online UCEAP Predeparture Checklist. Glue one passport photograph to the first page of application.  
- **Valid Passport** (you must submit your **actual passport**), **PLUS ONE photocopy of the picture and signature pages of the passport**. The passport MUST be signed and valid for at least 3 months after the end date of the program and must have a blank page for the visa to be affixed.  
- **Original Plus one copy of your Driver’s License or State ID**  
- **NON-US Citizens** - Proof of permanent residence in the United States: U.S. Alien Registration Card or valid long-term U.S. visa plus an endorsed I-20, or IAP66, or any other pertinent document from the Office of Homeland Security showing that you may re-enter the US. B1/B2 visas are **not acceptable** for this purpose. Submit the original notarized copy plus 1 photocopy.  
- **The Original plus one photocopy of your UCEAP Participation Letter** This is your UC acceptance letter (it has the red seal on the bottom right hand corner). UCEAP will send an original of this letter to your campus EAP office for you to pick up.  
- **The Original plus one photocopy of your UC Center Florence acceptance letter** (for Pre-ILP) UCEAP will send an original of this letter to your campus EAP office for you to pick up.  
- **The Original plus one photocopy of your Italian University acceptance letter**. UCEAP will send an original of this letter to your campus EAP office for you to pick up.  
- **Original PLUS one photocopy of proof of financial support** (financial aid letter and/or bank letter) These letters must be in your name and show a minimum of $900 per month of your program. Please refer to the sample financial aid and bank letters in your Predeparture Checklist.  
- **Original PLUS one photocopy of the notarized Affidavit of Financial Support Form** – **ONLY if your parents are supporting you**. Your parents must also submit the original plus one photocopy of a bank letter. For more information, please refer to the instructions for the Affidavit of Financial Support form in your Predeparture Checklist.  
- **Original PLUS one photocopy of the notarized Affidavit of Health Insurance Form**  
The link to this form and the sample are both in the online UCEAP Predeparture Checklist.
• One photocopy of proof of a round trip airline reservation This ticket can be reserved online and not paid for if necessary – just print the itinerary from your computer. *You cannot purchase a roundtrip ticket with a return date that is more than 364 days from your date of departure.

• Prepaid Self-Addressed Envelope – Express Mail from the US Postal Service ONLY!

!!!!!! IMPORTANT!!!!!!
Make 3 extra copies of ALL these forms BEFORE going to the consulate!
The consulate will NOT return your documents, and you will need them to apply for your residence permit upon arrival in Italy. Keep them in a safe place!

**If you do not include all the information above complete, correct and with appropriate number of copies you may be denied a visa by the Consulate, and without your visa you will not be able to participate in your EAP program in Italy.

WILL I BE ALLOWED TO LEAVE THE US EARLY OR TRAVEL AROUND ITALY BEFORE OR AFTER MY PROGRAM?
Traveling outside the USA prior to your program will depend on the date your passport and visa are returned to you from the Italian Consulate. You should apply for your visa as early as possible to avoid any problems. If you are a US citizen and will be traveling within Italy after the program, you can do so for up to 90 days as a tourist without applying for an additional visa. Non-US citizens will need to check with the Italian Consulate for their country specific tourist visa requirements.

WHO MUST APPLY FOR A STUDENT VISA?
All students studying on an EAP program in Italy must apply for a student visa. If you attend UCB, UCD, UCM or UCSC you MUST apply for through the SF Italian Consulate. *Citizens of Italy or other Schengen countries do not need a visa.

WHAT TYPE OF VISA MUST I APPLY FOR?
EAP students participating in the Italy Immersion Programs must apply for a multiple entry, long stay, National Italian Visa.

HOW MUCH DOES THE VISA COST?
There is no charge for the Italian student visa.

HOW LONG WILL MY STUDENT VISA BE VALID?
The student visa is granted ONLY for the length of time in which you’ll be studying in Italy (i.e. from the Official EAP start date to the departure date of the program).

WHEN AND HOW WILL MY VISA BE RETURNED TO ME?
The SF Italian Consulate will process your the visa application and send it back to you within approximately four to eight weeks of receipt of the visa application.

NOTE: Within 8 days of your arrival in Italy you must register with the local Police (Questura) and obtain the "Permesso di Soggiorno" (Declaration of stay for foreigners). The Study Center in Siena will assist you with this process. Please see the Residence Permit Instructions in your Participation Forms and Instructions.